

ACTION BY: Division Directors and Staff Officers

Assignment of Defense Mobilization Functions
and Related Delegations of Authority Within
the Agricultural Marketing Service

I PURPOSE

This Instruction assigns responsibility and delegates authority within the Agricultural Marketing Service for the administration of designated defense mobilization functions assigned or delegated to the Administrator of AMS by Secretary's Memorandum No. 1346, copy of which is attached. Also attached is a copy of Secretary's Memorandum No. 1346, Supplement 1, transmitting a copy of Defense Mobilization Order No. I-9 which assigns defense mobilization responsibilities to the Department.

II FUNCTIONS AND RESPONSIBILITIES

A Deputy Administrator, Marketing Services. The Deputy Administrator, Marketing Services, is assigned responsibility for the overall administration of all defense mobilization functions assigned to AMS.

B Assistant Administrator for Management. The Assistant Administrator for Management is assigned responsibility for coordinating manpower functions related to food processing and distribution outlined on page 5 of the schedule accompanying Secretary's Memorandum No. 1346 and functions relating to Selective Service outlined on page 7 of such schedule.

C Commodity Divisions. The directors of the commodity divisions are responsible for the functions assigned to AMS shown in the column to the left of the solid line in the schedule, as follows:

(II C)

<u>Reference in Schedule</u>	<u>Assignment Within AMS</u>
AMS - Cotton	Cotton Division
AMS - Dairy	Dairy Division
AMS - Fruits and Vegetables	Fruit and Vegetable Division
AMS - Grain	Grain Division
AMS - Livestock, Meat and Wool	Livestock Division
AMS - Poultry	Poultry Division
AMS - Tobacco	Tobacco Division

D Food Distribution Division. There are assigned to the Food Distribution Division the following functions: The civilian claimant functions shown on page 2 of the schedule, the function relating to distribution facilities through the wholesale level shown on page 4 of the schedule, and the functions relating to food distribution generally through the wholesale level shown on pages 5, 7, and 8 of the schedule.

E Marketing Research Division. The function of manpower research relating to marketing shown on page 5 of the schedule is assigned to the Marketing Research Division.

F Agricultural Economics Division and Agricultural Estimates Division. These divisions will assist in the performance of defense mobilization functions assigned to AMS by the preparation and development, as required, of statistical data related to production of agricultural commodities, prices, requirements and related information. They will cooperate closely with the commodity divisions and the Food Distribution Division in carrying out mobilization functions herein assigned.

III AUTHORITIES

The necessary authority to implement fully the functions assigned above is hereby delegated to the Deputy Administrator, the Assistant Administrator for Management, and the Division Directors. Each official may at his discretion reassign or redelegate such responsibility and authority within his office or division.

IV COORDINATION AND LIAISON

A It will be noted from paragraph B of Secretary's Memorandum No. 1346 that responsibility for central liaison and coordination is placed in CSS. Within that agency this function will be carried out by

(IV A)

the Food and Materials Requirements Division (formerly the Mobilization Activities Division)^{1/}. The Deputy Administrator, Marketing Services, or his designee will maintain liaison with this central coordinating group.

B Close cooperation will be necessary among all officials of AMS to whom these assignments or delegations are made. The Director of each division concerned shall designate a liaison officer to work with the Deputy Administrator, Marketing Services, or his designee in order to facilitate coordination.

V GENERAL

This Instruction supersedes all documents which are inconsistent with it, but nothing herein shall affect the validity or force of actions taken under previous assignments of responsibility or delegations of authority relating to defense mobilization functions.

O. V. Wells

O. V. Wells, Administrator

Attachments (2)

^{1/} The name "Food and Materials Requirements Division" is used tentatively in this Instruction pending its formal approval.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

March 3, 1954

MEMORANDUM NO. 1346

Assignment of Defense Mobilization Functions
Within the U. S. Department of Agriculture
and Related Delegations of Authority

A. Purpose. The purpose of this Memorandum is to assign responsibility and to delegate authority within the U. S. Department of Agriculture for the administration of designated defense mobilization functions assigned or delegated to the Secretary of Agriculture or the Department in Executive orders and defense mobilization or other directives under the Defense Production Act of 1950 as amended, the Universal Military Training and Service Act, the National Security Act, the Export Control Act, and the Strategic and Critical Materials Stock Piling Act.

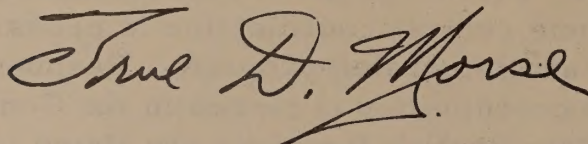
B. Explanation of Attached Schedule. The attached schedule, which is a part of this Memorandum, indicates the assignment of major defense mobilization functions within the U. S. Department of Agriculture. Functions have been decentralized whenever possible, although some central coordination is necessary in order to provide a balanced and integrated program. Responsibility for central liaison and coordination is placed in the Commodity Stabilization Service. Coordinating functions are listed in the right-hand column of the schedule. The remaining functions are listed in the left-hand column together with the name of the responsible Service or other agency. Functions are arranged according to the legal authority under which they are conducted.

C. Official Responsibility.

1. Acting under general supervision of the appropriate Assistant Secretary or group director, the head of each Service or other agency of the Department designated in the schedule shall see that the defense mobilization functions assigned to his agency are carried out. The necessary authority is hereby delegated to him. He may, at his discretion, reassign or redelegate such responsibility and authority within his agency.

2. Close cooperation will be necessary among all officials of the Department to whom these assignments and delegations are made. It is suggested that the head of each agency named designate an official to serve as liaison on such matters with other agencies so as to facilitate central coordination.

D. General. This memorandum supersedes Secretary's Memorandum No. 1270 of September 15, 1950, "Delegation of Functions under the Defense Production Act" as revised on March 9, 1951, and Secretary's Memorandum No. 1283 of February 26, 1951, "Assignment of Manpower Responsibilities." Other documents are superseded to the extent they are inconsistent, but nothing in this memorandum shall affect the validity or force of actions taken under previous assignments of responsibility or delegations of authority relating to defense mobilization functions.

A handwritten signature in dark ink, reading "True D. Morse". The signature is fluid and cursive, with the first name "True" and last name "Morse" clearly legible. The middle initial "D." is smaller and positioned between the first and last names.

Acting Secretary

Attachment

DEFENSE MOBILIZATION FUNCTIONS OF THE U. S. DEPARTMENT OF AGRICULTURE

SPECIFIC FUNCTIONS

: AGENCY ASSIGNMENTS

| CENTRAL COORDINATING FUNCTIONS - CSS

I. FUNCTIONS UNDER DEFENSE PRODUCTION ACT AND EXECUTIVE ORDER 10480 WHICH PERTAIN TO FOOD - INCLUDING RELATED PLANNING FOR VARIOUS STAGES OF MOBILIZATION.

A. Food^{1/} requirements and allocations

Supplies, requirements and distribution controls for individual food commodities -	: CSS ^{2/} - Cotton	Cooperating with the Office of Defense Mobilization in development of over-all assumptions to be used in determining supplies and requirements under stepped-up and full mobilization. Gathering food requirements from civilian, military and foreign claimants in current period, and for stepped-up and full mobilization in accordance with prescribed assumptions. Correlating over-all food requirements and supplies currently and for stepped-up and full mobilization. Participating in analysis of requirements and capacity sponsored by the Office of Defense Mobilization. Making recommendations regarding food production and stock levels under conditions of stepped-up and full mobilization. Analyzing and making recommendations regarding current allocations and food orders and following up with approval authority. ^{3/} Providing leadership on Interagency Food Committee.
Determining supplies for current period and for stepped-up and full mobilization (through supply estimates committees).	: AMS - Dairy	
Correlating supplies with requirements (and adjusting requirements as necessary) in current period and for stepped-up and full mobilization, and determining probable deficiencies as a basis for current allocation recommendations or for any expansion of stocks or production which might be needed in relation to stepped-up and full mobilization (through commodity allocation subcommittees or comparable device).	: CSS ^{2/} - Fats and oils	
Planning stand-by distribution system for stepped-up and full mobilization.	: AMS - Fruits and vegetables	
Administering food orders as necessary (e.g., food order applicable to fruits and vegetables for military procurement).	: CSS ^{2/} - Grain	
	: AMS - Livestock, meat and wool	
	: AMS - Poultry	
	: CSS ^{2/} - Sugar	
	: CSS ^{2/} - Tobacco	

^{1/} The term "food" is used generally in this schedule as it is defined in Executive Order 10480, namely:

All commodities and products, simple, mixed, or compound, or complements to such commodities or products, that are capable of being eaten or drunk by either human beings or animals, irrespective of other uses to which such commodities or products may be put, at all stages of processing from the raw commodity to the products thereof in vendible form for human or animal consumption....The term "food" shall also include all starches, sugars, vegetable and animal fats and oils, cotton, tobacco, wool, mohair, hemp, flax fiber, and naval stores, but shall not include any such material after it loses its identity as an agricultural commodity or agricultural product.

^{2/} Commodity Stabilization Service (CSS) will plan stand-by food distribution systems in cooperation with Agricultural Marketing Service (AMS).

^{3/} Approving or certifying authority will work closely with officials responsible for central coordination.

SPECIFIC FUNCTIONSAGENCY ASSIGNMENTSCENTRAL COORDINATING FUNCTIONS - CSS

Civilian claimant - : AMS
 Serving as claimant for civilian require- :
 ments for current period and stepped-up :
 and full mobilization. :
 Determining arrangements to relate over-all :
 allocations to consumer rationing in full :
 mobilization (See also Item V.-B. below). :
 ----- :
Foreign claimant - : FAS
 Serving as claimant agent for foreign :
 requirements in current period and stepped- :
 up and full mobilization. :
 Determining shares to be distributed to :
 individual foreign claimants. :
 ----- :

(Coordinating functions same as above.)

B. Production-procurement programs under Section 303 of the Defense Production Act

Program and policy formulation - : CSS
 Formulating production-procurement programs :
 for certification by the Office of Defense :
 Mobilization and approval of Directors of :
 Commodity Credit Corporation. :
 Preparing instructions for guidance of Com- :
 modity Offices and State and County :
 Offices. :
 Formulating policy with respect to disposal :
 of stocks acquired under such programs. :
 Following up to determine results. :
 ----- :

Field operations - : CSS
 Issuing operating instructions to field :
 offices. :
 Carrying out procurement and sales opera- :
 tions for all commodities (through :
 Commodity Offices). :
 Applying incentives to encourage expansion :
 of domestic production (through State :
 and County Committees). :
 ----- :

Maintaining liaison with the Office of
 Defense Mobilization regarding program
 certification.
 Coordinating Office of Defense Mobiliza-
 tion action with Board of Directors of
 Commodity Credit Corporation.
 Providing representation on Interagency
 Materials Advisory Committee of the
 Office of Defense Mobilization in
 order to assist in formulation of
 over-all policy relating to production-
 procurement functions.

(I. cont.)

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SPECIFIC FUNCTIONS

: AGENCY ASSIGNMENTS

CENTRAL COORDINATING FUNCTIONS - CSS

C. Non-food materials and facilities essential to production, processing and distribution of food

Requirements, capacity and distribution actions for individual non-food materials -	: CSS - Farm machinery and equipment for all farm commodities.	Correlating and assembling requirements for current period, stepped-up mobilization, and full mobilization covering all non-food and facility requisites and presenting to the Office of Defense Mobilization or appropriate delegate agencies. Participating in analysis of requirements and capacity sponsored by the Office of Defense Mobilization Reviewing and approving proposed expansion goals and justifying before the Office of Defense Mobilization or other delegate agencies. Correlating and recommending to the Office of Defense Mobilization tax amortization and Section 302 loan actions. Correlating and approving plans for domestic distribution of farm machinery and equipment, commercial fertilizer and allocation of construction materials under stepped-up and full mobilization. Participating with the Office of Defense Mobilization and other delegate agencies in the development of stand-by basic materials distribution systems and stand-by orders applicable to non-food materials generally as they relate to food requisites. Providing representation on related committees of the Office of Defense Mobilization and appropriate delegate agencies.
Determining requirements for current period and under stepped-up mobilization and full mobilization.	: CSS - Fertilizer.	
Analyzing existing capacity for production and distribution.	: CSS - Pesticides.	
Recommending necessary facilities expansion programs to produce essential requirements in light of any current, stepped-up and full mobilization deficiencies.	: CSS - Farm supplies.	
Preparing recommendations regarding special tax amortization or Section 302 loan cases for essential facilities.	: CSS - Fuels and energy.	
Developing plans and procedures for domestic distribution controls in event of stepped-up or full mobilization. (For farm machinery and equipment, fertilizer, and farm construction materials only.)	: CSS - Farm transportation.	
	: CSS - Farm construction materials.	
	: Food processing machinery, equipment and supplies; and containers and packaging materials used in food production, processing and distribution of:	
	: AMS - Cotton	
	: AMS - Dairy	
	: CSS - Fats and oils	
	: AMS - Fruits and vegetables	
	: AMS - Grain	
	: AMS - Livestock, meat and wool	
	: AMS - Poultry	
	: CSS - Sugar	
	: AMS - Tobacco	

(I.-C. cont.)

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SPECIFIC FUNCTIONS

AGENCY ASSIGNMENTS

CENTRAL COORDINATING FUNCTIONS - CSS

Requirements and capacity for particular types of food processing and distribution facilities (including private storage) -

: AMS - Cotton

: AMS - Dairy

: CSS - Fats and oils

Analyzing and determining existing processing and distribution capacity.

: AMS - Fruits and vegetables

: AMS - Grain

Determining requirements under stepped-up and full mobilization.

: AMS - Livestock, meat and wool

Recommending necessary expansion programs in light of possible current period and stepped-up and full mobilization deficiencies.

: AMS - Poultry

: CSS - Sugar

: AMS - Tobacco

: AMS - Distribution facilities through the

Preparing recommendations regarding specific tax amortization and Section 302 loan cases.

: wholesales level

:

Determining requirements for construction materials in stepped-up and full mobilization.

:

:

:

Preparing stand-by plans for allocation of construction materials.

:

:

Requirements relating to particular types of transportation and warehousing -

: AMS - Cotton

: AMS - Dairy

: CSS - Fats and oils

Determining probable requirements for transportation and warehousing for food in period of stepped-up and full mobilization.

: AMS - Fruits and vegetables

: AMS - Grain

: AMS - Livestock, meat and wool

: AMS - Poultry

: CSS - Sugar

: AMS - Tobacco

: AMS - Distribution facilities through the

: wholesales level

(Coordinating functions same as above.)

<u>SPECIFIC FUNCTIONS</u>	: AGENCY ASSIGNMENTS	<u>CENTRAL COORDINATING FUNCTIONS - CSS</u>
D. <u>Manpower related to food</u>		
<u>On-farm -</u>	: CSS	Coordinating all manpower activities in USDA.
Determining relation of food requirements to manpower needs in general farm production in current period, and in stepped-up and full mobilization.	:	Compiling and submitting production, processing and marketing data and data on manpower implications to manpower agencies as basis for planning current period and stepped-up and full mobilization requirements.
Developing recommendations on essential activities and critical occupations.	:	Working with manpower agencies in development of programs and policies for current period, and for stepped-up and full mobilization.
<u>Food processing and distribution -</u>	: AMS - Cotton	Cooperating with the Office of Defense Mobilization and Department of Labor in relation to manpower phases of the analysis of requirements and capacity sponsored by the Office of Defense Mobilization.
Determining relation of food requirements to manpower needs in current period and in stepped-up and full mobilization.	: AMS - Dairy	Providing representation on:
Developing recommendations on essential activities and critical occupations.	: CSS - Fats and oils	Interagency Committee on Essential and Critical Occupations - Departments of Commerce and Labor;
	: AMS - Fruits and vegetables	Special Farm Labor Advisory Committee - Department of Labor;
	: AMS - Grain	Interdepartmental Committee on International Labor Policy - Department of State.
	: AMS - Livestock, meat and wool	
	: AMS - Poultry	
	: CSS - Sugar	
	: AMS - Tobacco	
	: AMS - Food distribution generally through wholesale level.	
<u>Manpower research relating to farm matters -</u>	: ARS	
Studies relating to on-farm labor-saving equipment and practices, farm man-hour requirements and special area surveys.	:	
<u>Manpower research relating to marketing -</u>	: AMS	
Studies relating to manpower in marketing channels and over-all labor studies.	:	
Manpower education and training	: Extension Service	

(I. cont.)

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<u>SPECIFIC FUNCTIONS</u>	<u>AGENCY ASSIGNMENTS</u>	<u>CENTRAL COORDINATING FUNCTIONS - CSS</u>
	<u>E. General</u>	
<u>Representation on Defense Mobilization Board</u> :	<u>Secretary</u>	----
<u>of Office of Defense Mobilization</u> <u>4/</u> .	:	
-----	-----	
<u>Representation on Manpower Policy Committee</u> :	<u>Under Secretary</u>	
<u>of Office of Defense Mobilization</u> <u>4/</u> .	:	
-----	-----	
<u>Representation on Central Coordinating</u> :	<u>CSS</u>	
<u>Committee and Interagency Regional</u> :		
<u>Committees on Defense Mobilization of</u> :		
<u>Office of Defense Mobilization.</u>	:	

II. MISCELLANEOUS DEFENSE PRODUCTION ACT FUNCTIONS NOT DIRECTLY RELATED TO FOOD - INCLUDING RELATED PLANNING FOR VARIOUS STAGES OF MOBILIZATION.

A. REA borrowers

<u>Requirements for REA borrowers -</u>	:	<u>REA</u>	----
<u>Estimating electric power requirements for</u>	:		
<u>REA borrowers in stepped-up and in full</u>	:		
<u>mobilization for submission to claimant</u>	:		
<u>agency.</u>	:		
<u>Preparing stand-by plans for distribution</u>	:		
<u>of construction materials to borrowers.</u>	:		
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B. U. S. Department of Agriculture

<u>Requirements for construction and repair -</u>	:	<u>Office of Plant and</u>	----
<u>Estimating construction and repair materials</u>	:	<u>Operations</u>	
<u>and facilities required by USDA in</u>	:		
<u>stepped-up as well as full mobilization</u>	:		
<u>for submission to claimant agency.</u>	:		
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4/ This representation should be coordinated with defense mobilization work generally through Item I. of this schedule.

<u>SPECIFIC FUNCTIONS</u>	<u>AGENCY ASSIGNMENTS</u>	<u>CENTRAL COORDINATING FUNCTIONS - CSS</u>
<u>Requirements for operating equipment and supplies -</u>	: Office of Budget and Finance	----
<u>Estimating operating equipment and supplies required by USDA in stepped-up as well as full mobilization for submission to claimant agency.</u>	:	-----
C. Forest products		
<u>Forest products production -</u>	: Forest Service	----
<u>Participating with the Office of Defense Mobilization and the Department of Commerce in connection with activities related to production of forest products.</u>	:	

III. FUNCTIONS RELATING TO SELECTIVE SERVICE UNDER UNIVERSAL MILITARY TRAINING AND SERVICE ACT

<u>On farm -</u>	: CSS	Assisting Selective Service in working out policies regarding deferments on farm and in the food industry generally.
<u>Assisting Selective Service in applying farm deferment policies in local areas (through State and County Committees).</u>	:	Preparing instructions and procedures for issuance to field offices with respect to USDA participation in Selective Service activities.
<u>Food processing and distribution -</u>	: AMS - Cotton	
<u>Determining relation of Selective Service program to manpower needs in food processing and distribution.</u>	: AMS - Dairy	
	: CSS - Fats and oils	
	: AMS - Fruits and vegetables	
	: AMS - Grain	
	: AMS - Livestock, meat and wool	
	: AMS - Poultry	
	: CSS - Sugar	
	: AMS - Tobacco	
	: AMS - Food distribution generally through wholesale level.	

SPECIFIC FUNCTIONS

: AGENCY ASSIGNMENTS

CENTRAL COORDINATING FUNCTIONS - CSS

IV. FUNCTIONS RELATING TO PLANNING FOR FACILITIES PROTECTION AND POST-ATTACK REHABILITATION UNDER NATIONAL SECURITY ACT.

<u>Facilities protection and post-attack rehabilitation for particular types of food facilities -</u>	: AMS ^{5/} - Cotton	Correlating work and preparing over-all program and reports. Providing representation on Facilities Protection Board and Industrial Defense Committee, both of the Office of Defense Mobilization; also participating as necessary in work of Industry Evaluation Board of the Department of Commerce.
	: AMS ^{5/} - Dairy	
	: CSS ^{5/} - Fats and oils	
Determining critical food facilities of national significance and developing criteria for the designation of facilities which are critical in local areas.	: AMS ^{5/} - Fruits and vegetables	
	: AMS ^{5/} - Grain	
Developing and recommending physical protection standards for food facilities and food inventories.	: AMS ^{5/} - Livestock, meat and wool	
	: AMS ^{5/} - Poultry	
Developing a program of post-attack rehabilitation for food facilities which are significant to national food supplies and for categories of facilities likely to have local significance.	: CSS ^{5/} - Sugar	
	: AMS ^{5/} - Tobacco	
Assisting in carrying out pre-attack actions for physical protection and physical rehabilitation. This will involve working directly with major food facilities and advising community organizations on measures which relate to facilities of local significance.	: AMS ^{5/} - Food distribution generally through wholesale level.	
	:	
	:	
	:	
	:	

V. FUNCTIONS RELATING TO STABILIZATION PLANNING UNDER NATIONAL SECURITY ACT.

A. Price stabilization planning for full mobilization ^{6/}

<u>Price controls for individual commodities -</u>	: CSS - Cotton	Maintaining liaison and coordinating action with the Office of Defense Mobilization.
<u>Planning minimum level of control, keeping in mind other USDA program objectives and commodities to be controlled.</u>	: AMS - Dairy	
	: CSS - Fats and oils	
Planning the point or points in farm-to-market system at which prices should be frozen.	: AMS - Fruits and vegetables	
	: CSS - Grain	
Planning price differentials which could be applied under longer range regulation.	: AMS - Livestock, meat and wool	
	: AMS - Poultry	
	: CSS - Sugar	
	: CSS - Tobacco	

^{5/} If a project affects other areas, appropriate assignments will be made to other agencies of USDA.

^{6/} Wherever price stabilization planning involves technical computations relating to parity prices, it is understood that data will be obtained from the Agricultural Marketing Service.

(V.-A. cont.)

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<u>SPECIFIC FUNCTIONS</u>	<u>AGENCY ASSIGNMENTS</u>	<u>CENTRAL COORDINATING FUNCTIONS - CSS</u>
Intercommodity problems and over-all plans -	: CSS	(Coordinating functions same as above.)
Making recommendations with respect to	:	
intercommodity problems in price plans.	:	
Planning best type of long-range regulations	:	
and relationship to regular price programs	:	
of USDA.	:	
-----	-----	-----

B. Consumer rationing

---- 7/	:	Consumer rationing planning for full
	:	mobilization. Maintaining liaison with
	:	the Office of Defense Mobilization.

VI. FUNCTIONS RELATING TO FOOD PROCUREMENT COORDINATION UNDER NATIONAL SECURITY ACT.

---- 7/	:	Developing over-all plan for coordination
	:	of all Government food procurement in
	:	full mobilization, taking into account
	:	relation to allocations, area and timing
	:	of purchases and availability of manpower.

VII. FUNCTIONS RELATING TO ASSISTANCE TO INTERNATIONAL ORGANIZATIONS ENGAGED IN MOBILIZATION PLANNING (i.e., NORTH ATLANTIC TREATY ORGANIZATION).

International data, over-all reports and	: FAS	Preparing data and reports relating to
liaison -	:	domestic mobilization plans.
Preparing data relating to international	:	
situation.	:	
Preparing over-all reports and position	:	
papers.	:	
Maintaining liaison with backstopping group	:	
in Department of State.	:	
Providing representation on international	:	
committees.	:	

7/ If planning of consumer food rationing and food procurement coordination becomes more active, it may be necessary to decentralize some of the work following a pattern somewhat similar to that used for price stabilization planning. Rationing planning should also be correlated with civilian requirements planning.

SPECIFIC FUNCTIONS

: AGENCY ASSIGNMENTS

| CENTRAL COORDINATING FUNCTIONS - CSS

VIII. FUNCTIONS RELATING TO SECURITY PHASES OF EXPORT CONTROL UNDER EXPORT CONTROL ACT

<u>International data, over-all reports and liaison -</u>	: FAS	Determining relation of security export programs to domestic supplies (chiefly supplies of non-food materials).
Determining relation of security export program to international situation.	:	
Preparing or reviewing over-all reports.	:	
Providing representation on Advisory Committee on Export Policy of the Department of Commerce and related committees.	:	
	:	
	:	

IX. FUNCTIONS UNDER STRATEGIC AND CRITICAL MATERIALS STOCK PILING ACT ^{8/}

A. Commodities in which USDA has direct interest
(i.e., oils such as castor oil, coconut oil, palm oil, sperm oil; cordage fiber and wool; medicines or insecticides from plant derivatives such as quinine, quinidine, pyrethrum; rubber; tannin)

<u>Basic data and expansion of domestic supplies -</u>	: CSS	Insuring consistency of policy followed by USDA representatives. Preparing over-all reports.
Participating with representatives of other agencies in preparing basic data sheets which are used in determining stockpile objectives.	:	
Determining extent to which domestic supplies can be expanded.	:	
-----	: -----	
	:	
<u>Research</u>	: ARS	
<u>Conducting research on substitutes, etc.</u>	: -----	
	:	
<u>Relation to foreign trade -</u>	: FAS	
Participating in consideration of stockpile objectives and actions affecting foreign trade.	:	
-----	: -----	

^{8/} The program by which commodities owned by the Commodity Credit Corporation may be bartered for strategic and critical commodities under Public Law 85 of the 81st Congress also supports objectives of the stockpiling program.

(IX. cont.)

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<u>SPECIFIC FUNCTIONS</u>	:	<u>AGENCY ASSIGNMENTS</u>		<u>CENTRAL COORDINATING FUNCTIONS - CSS</u>
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B. Commodities in which USDA has indirect interest
(i.e., aluminum, copper, tin, nickel)

Basic data -	:	CSS		Insuring consistency of policy followed by USDA representatives.
Participating in development of basic data sheets to assure that essential agricultural requirements are included in stockpiling objectives.	:			Preparing over-all reports.

C. General

Representation -	:	CSS		(Coordinating functions same as above.)
Providing representation on Interagency Materials Advisory Committee of the Office of Defense Mobilization with respect to stockpile matters.	:			

X. PROGRESS REPORTING

Preparing periodic progress reports of defense mobilization functions.	:	Each agency responsible for specific functions		Coordinating defense mobilization reporting functions.
	:			Preparing over-all defense mobilization reports for USDA.
	:			

The letter designations used in the schedule have the following meanings:

USDA	-	U. S. Department of Agriculture
AMS	-	Agricultural Marketing Service
ARS	-	Agricultural Research Service
CSS	-	Commodity Stabilization Service
FAS	-	Foreign Agricultural Service
REA	-	Rural Electrification Administration

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

March 12, 1954

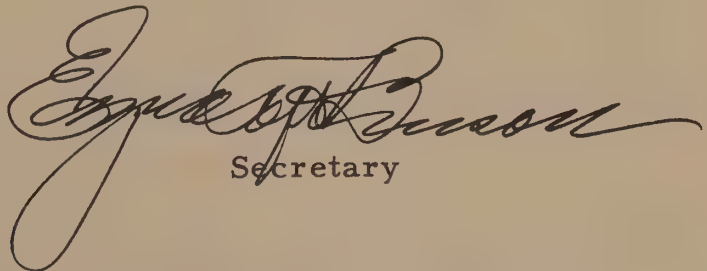
MEMORANDUM NO. 1346, SUPPLEMENT 1

Assignment of Defense Mobilization Responsibilities
to the U. S. Department of Agriculture
Under Defense Mobilization Order I-9

Defense Mobilization Order I-9 (copy attached) assigns designated defense mobilization responsibilities to the U. S. Department of Agriculture, to be undertaken within a work program which the Department will develop and submit to the Director of the Office of Defense Mobilization for review.

The provisions of DMO I-9, and the related work program, except that provided for in paragraph "2-i," will be carried out in the Department in accordance with the assignment of functions and the delegations of authority specified in Secretary's Memorandum 1346 of March 3, 1954.

Measures to carry out the provisions of paragraph "2-i" of DMO I-9 pertaining to "Development and maintenance of plans to insure the continuity of the essential functions of the Department in event of attack on the United States" shall be developed under the general direction of the Administrative Assistant Secretary.


Secretary

Attachment

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF DEFENSE MOBILIZATION

DEFENSE MOBILIZATION ORDER-I-9

SUBJECT: ASSIGNMENT OF DEFENSE MOBILIZATION
RESPONSIBILITIES TO THE U. S. DEPARTMENT
OF AGRICULTURE

By virtue of the authority vested in me pursuant to the National Security Act of 1947, as amended; Reorganization Plan No. 3, effective June 12, 1953; the Defense Production Act of 1950, as amended; Executive Order 10480 of August 15, 1953; the Strategic and Critical Materials Stock Piling Act of 1946, as amended; and in order to facilitate the coordination of Federal policies and programs for current defense activities and readiness for any future mobilization, it is hereby ordered:

1. The Secretary of Agriculture will be responsible for the development and administration of preparedness measures relating to food and the domestic distribution of farm equipment and commercial fertilizer. Such preparedness measures should be undertaken within a work program which is consistent with the defense mobilization assumptions and objectives for the Government as a whole. It should also take account of the delegation of authority and responsibility from Federal Civil Defense Administration. To assure consistency with the mobilization program as a whole, the proposed work program will be submitted to the Director of the Office of Defense Mobilization for review.

2. The measures for which the Secretary of Agriculture is responsible are as follows:

- a. Periodic evaluation of the estimated requirements (including military, export and civilian) and supplies of food (including probable imports), as defined by Executive Order 10480, together with related non-food materials and facilities for the current period and for full mobilization, so as to permit the best use of resources and the identification of any deficiencies in the mobilization base.
- b. Current activities relating to the expansion of productive capacity and supply; recommendations for the establishment or modification of expansion goals and the programs needed to meet those goals in order to overcome deficiencies in the mobilization base; screening and making recommendations on requests for rapid tax amortization and for loans and procurement contracts under the Defense Production Act and maintaining the records required to measure progress in achieving expansion goals.

- c. Cooperation with other departments and agencies in correcting apparent deficiencies in food processing or distribution capacity or the capacity of supporting industries such as fertilizer, farm machinery, chemicals and containers; consideration of mobilization requirements in planning and carrying out regular programs of the U. S. Department of Agriculture.
- d. Development of stand-by controls relating to food allocation and distribution, and the domestic distribution of farm equipment and commercial fertilizer designed to insure rapid and orderly conversion to meet needs arising from full mobilization, or full mobilization with atomic attack; cooperation with the Office of Defense Mobilization and other appropriate agencies in planning other distribution controls applicable to food requisites.
- e. Cooperation with the Office of Defense Mobilization in developing stabilization measures for food which would be suitable in the event of full mobilization, or full mobilization with atomic attack.
- f. Cooperation with the Department of Labor and other agencies to insure the availability of manpower needed to carry out the food program currently and in full mobilization, including full mobilization with atomic attack.
- g. Assistance to the Office of Defense Mobilization in formulating plans for the stockpiling of critical and strategic materials, and to the extent necessary, in the acquisition of such materials and the expansion of domestic sources of supply.
- h. Guidance and leadership in the development of plans and programs to insure continuity of operation of vital food facilities in event of attack.
- i. Development and maintenance of plans to insure the continuity of the essential functions of the Department in event of attack on the United States.

3. The work program to be undertaken by the Department of Agriculture shall indicate the priority and scope of the work to be carried on in the assigned areas. Periodic reports of progress shall be submitted as requested.

4. This Order is not intended to affect any delegation of authority heretofore conferred upon the Secretary of Agriculture.

OFFICE OF DEFENSE MOBILIZATION
Arthur S. Flemming
Director

January 27, 1960

The attached Secretary's Memorandum will be implemented in a revision of AMS Instruction 107-1.

Pending the issuance of such revision, please remove from AMS Instruction 107-1, Secretary's Memorandum 1398 and any supplements thereto, and substitute the attached Secretary's Memorandum 1437.

Procedures Branch
Administrative Services Division

the USDA and responsible to [redacted] area of each region, and regional office locations is attached.

Each RLR will be assisted by a Deputy RLR, appointed by the Secretary, and persons designated by the affected program agencies of USDA which now include Commodity Stabilization Service, Agricultural Marketing Service, Soil Conservation Service, Farmers Home Administration, Agricultural Research Service, Forest Service and Federal Extension Service. Each of these agencies will designate a primary representative and an alternate who will serve in the absence or incapacity of the primary representative. The Director, Food and Materials Requirements Division (FMRD), Commodity Stabilization Service (CSS) should be informed of all designations and any subsequent changes. Any other USDA agency which desires to be represented should submit its recommendations to the Director, FMRD.

The defense planning activity of the Deputy RLR and the representatives of the USDA agencies would be in addition to regular continuing work responsibilities in the pre-emergency period, although defense work would take full time in an actual emergency. No employee who is in the ready military reserve or National Guard should be included in the staff since he will not be available in an emergency.

The Deputy RLR and primary USDA agency representatives will constitute an advisory group to the RLR to assure progress in defense planning, as well as an operating staff for use in test exercises or in an emergency. In addition, the RLR, in consultation with his advisory group, should select a maximum of four clerical or stenographic personnel for exercise and emergency service.

...in
...or full mobilization with atomic
attack.

- f. Cooperation with the Department of Labor and other agencies to insure the availability of manpower needed to carry out the food program currently and in full mobilization, including full mobilization with atomic attack.
- g. Assistance to the Office of Defense Mobilization in formulating plans for the stockpiling of critical and strategic materials, and to the extent necessary, in the acquisition of such materials and the expansion of domestic sources of supply.
- h. Guidance and leadership in the development of plans and programs to insure continuity of operation of vital food facilities in event of attack.
- i. Development and maintenance of plans to insure the continuity of the essential functions of the Department in event of attack on the United States.

3. The work program to be undertaken by the Department of Agriculture shall indicate the priority and scope of the work to be carried on in the assigned areas. Periodic reports of progress shall be submitted as requested.

4. This Order is not intended to affect any delegation of authority heretofore conferred upon the Secretary of Agriculture.

OFFICE OF DEFENSE MOBILIZATION
Arthur S. Flemming
Director

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON 25, D. C.

January 18, 1960

MEMORANDUM NO. 1437

USDA Regional Liaison Representatives

A USDA Regional Liaison Representative (RLR), appointed by the Secretary, and a stenographer, selected by the RLR, will be located on a full time basis at each of the eight regional offices of the Office of Civil and Defense Mobilization (OCDM). Although located at the OCDM regional office, the RLR and his secretary are employees of the USDA and responsible to USDA. A list of the regions, geographic area of each region, and regional office locations is attached.

Each RLR will be assisted by a Deputy RLR, appointed by the Secretary, and persons designated by the affected program agencies of USDA which now include Commodity Stabilization Service, Agricultural Marketing Service, Soil Conservation Service, Farmers Home Administration, Agricultural Research Service, Forest Service and Federal Extension Service. Each of these agencies will designate a primary representative and an alternate who will serve in the absence or incapacity of the primary representative. The Director, Food and Materials Requirements Division (FMRD), Commodity Stabilization Service (CSS) should be informed of all designations and any subsequent changes. Any other USDA agency which desires to be represented should submit its recommendations to the Director, FMRD.

The defense planning activity of the Deputy RLR and the representatives of the USDA agencies would be in addition to regular continuing work responsibilities in the pre-emergency period, although defense work would take full time in an actual emergency. No employee who is in the ready military reserve or National Guard should be included in the staff since he will not be available in an emergency.

The Deputy RLR and primary USDA agency representatives will constitute an advisory group to the RLR to assure progress in defense planning, as well as an operating staff for use in test exercises or in an emergency. In addition, the RLR, in consultation with his advisory group, should select a maximum of four clerical or stenographic personnel for exercise and emergency service.

The line of succession to the RLR in an emergency will be the Deputy RLR, followed by members of the advisory group of USDA agency representatives in the order designated by the RLR. A record of the line of succession should be filed with the OCDM Regional Director, the RLR's own office, each individual in the line of succession and the FMRD. The RLR will see that the list is current at all times.

The RLR, his secretary and the Deputy RLR must have "top secret" security clearance. Other members of his staff must be cleared for a minimum of "secret."

The major pre-emergency functions of the RLR are:

1. Providing a channel for liaison between USDA and the OCDM Regional Directors and USDA and regional representatives of other departments and agencies.
2. Representing USDA on the Regional Civil and Defense Mobilization Board with the Deputy RLR as his alternate.
3. Keeping his advisory group of USDA agency representatives and the USDA national headquarters informed of planning and other developments.
4. Developing plans for carrying out assigned regional responsibilities, coordinating and expediting the development of USDA defense planning at the State level and assisting in the development of standby orders and procedures.
5. Assembling basic data for damage assessment and other purposes.
6. Maintaining essential records at the RLR's office.
7. Providing leadership to and training for members of the advisory group of USDA agency representatives and utilizing their assistance as appropriate in carrying out the responsibilities of the RLR.
8. Fulfilling special requests from the OCDM Regional Director wherever this is compatible with assignments from USDA national headquarters.
9. Participating as required in test exercises at the regional level.

Functions of the RLR and those designated to work with him in a period of actual emergency, including any period when communications with USDA national headquarters are cut off, will be described in a separate document.

The RLR will report to and receive direction from the Director of FMRD during the pre-emergency planning period.

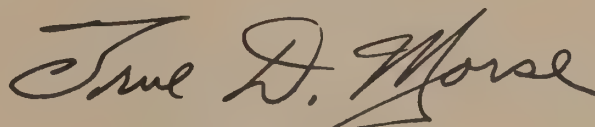
All communications between USDA national headquarters and the RLRs will be channeled through the FMRD. When agencies of USDA communicate with their representatives on the RLR's advisory group regarding their advisory group responsibilities, copies of such communications should be made available to the FMRD so that the appropriate RLRs can be informed. USDA agencies should also keep FMRD informed on any defense program developments to be carried out in the field whether or not the RLR or members of his advisory group are directly involved.

The RLRs will keep FMRD informed of significant developments and the FMRD in turn will inform the USDA agencies at the national level.

USDA will pay the salaries and the travel costs of the RLRs and their secretaries. These payments will be made through the FMRD, CSS. OCDM regional offices will provide space, equipment, supplies and services needed by each RLR and his secretary. OCDM will supply space, equipment, supplies and services for the full staff of each RLR in test exercises or an emergency.

Defense costs incurred by members of the RLR's advisory group of USDA agency representatives and by the stenographic or clerical assistants, other than the full time secretary of the RLR, will be absorbed by the USDA agencies concerned. To aid in this respect it will be necessary for members of each advisory group to keep their USDA agencies informed of time and expense involved in RLR defense work.

This memorandum supersedes Secretary's Memorandum 1398 and its supplements.



True D. Morse
Under Secretary

Attachment

Regions, Geographic Area of Each Region, and Regional Office Locations
(Used by OCDM and USDA RLRs)

<u>Region</u>	<u>Geographic Area</u>	<u>Headquarters</u>
1	Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, Commonwealth of Puerto Rico, Virgin Islands	Harvard, Massachusetts
2	Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Virginia, West Virginia	Olney, Maryland
3	Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Tennessee, Panama Canal Zone	Thomasville, Georgia
4	Illinois, Indiana, Michigan, Minnesota, Wisconsin	Battle Creek, Michigan
5	Arkansas, Louisiana, New Mexico, Oklahoma, Texas	Denton, Texas
6	Colorado, Iowa, Kansas, Missouri, Nebraska, North Dakota, South Dakota, Wyoming	Denver, Colorado
7	Arizona, California, Hawaii, Nevada, Utah, American Samoa, Guam	Santa Rosa, California
8	Alaska, Idaho, Montana, Oregon, Washington	Everett, Washington

Food Management Policy Board

Administrator, C&MS, Chairman

Associate Administrator, C&MS, Vice Chairman

Economist, Office of the Administrator, C&MS, Economic Adviser

Deputy Administrator, Consumer Food Programs, C&MS

Deputy Administrator, Consumer Protection, C&MS

Deputy Administrator, Management, C&MS

Deputy Administrator, Marketing Services, C&MS

Deputy Administrator, Regulatory Programs, C&MS

Deputy Administrator, Commodity Operations, ASCS

Director, Transportation and Warehouse Division, C&MS

Director, Fruit and Vegetable Division, C&MS^{1/}

Director, Livestock Division, C&MS^{1/}

Director, Poultry Division, C&MS^{1/}

Deputy Director, Transportation and Warehouse Division, C&MS
Executive Secretary

^{1/} Will serve until further notice. Other Division Directors will be called upon to serve at appropriate times.

Food Management Policy Board

Administrator, C&MS, Chairman

Associate Administrator, C&MS, Vice Chairman

Economist, Office of the Administrator, C&MS, Economic Adviser

Deputy Administrator, Consumer Food Programs, C&MS

Deputy Administrator, Consumer Protection, C&MS

Deputy Administrator, Management, C&MS

Deputy Administrator, Marketing Services, C&MS

Deputy Administrator, Regulatory Programs, C&MS

Deputy Administrator, Commodity Operations, ASCS

Director, Transportation and Warehouse Division, C&MS

Director, Fruit and Vegetable Division, C&MS^{1/}

Director, Livestock Division, C&MS^{1/}

Director, Poultry Division, C&MS^{1/}

-Chief, Defense Programs Branch, - Transportation and Warehouse
Division, C&MS, Executive Secretary *

^{1/} Will serve until further notice. Other Division Directors will be called upon to serve at appropriate times.

Regional Defense Officials

Region 1

USDA Regional Liaison Representative

Harry Watling (Acting)
Food Distribution Division
Agricultural Marketing Service, USDA
408 Atlantic Avenue
Boston 10, Massachusetts

Primary Agency Representative for AMS

James D. Lee
Milk Marketing Orders Division
Agricultural Stabilization and Conservation Service, USDA
230 Congress Street
Boston 10, Massachusetts

Alternate Primary Agency Representative for AMS

*-William M. Cate
Poultry Division
Agricultural Marketing Service, USDA
408 Atlantic Avenue
Boston 10, Massachusetts-*

*
*
*
*
*

Regional Defense Officials

Region 2

USDA Regional Liaison Representative

William H. Hollaway
Office of Emergency Planning Area Office
Olney, Maryland

Primary Agency Representative for AMS

-Edward W. Caveney-
Special Services Division
Agricultural Marketing Service, USDA
Washington 25, D. C.

Alternate Primary Agency Representative for AMS

W. S. Davis
Grain Division
Agricultural Marketing Service, USDA
*-521 McCawley Building
37 Commerce Street-*
Baltimore 2, Maryland

Regional Defense Officials

Region 7

USDA Regional Liaison Representative

Harry E. Schaulis
Office of Emergency Planning Area Office
Naval Auxiliary Air Station
Santa Rosa, California

Primary Agency Representative for AMS

George E. Randall
Food Distribution Division
Agricultural Marketing Service, USDA
630 Sansome Street
Appraiser's Stores Building, Room 344
San Francisco 11, California

Alternate Primary Agency Representative for AMS

Paul Auge
Western Area Administrative Division
Agricultural Marketing Service, USDA
2180 Milvia Street
Berkeley, California

Regional Defense Officials

Region 8

USDA Regional Liaison Representative

* *-Walter L. Kline (Acting)
* Commodity Office
* Agricultural Stabilization and Conservation Service, USDA
* 1218 S. W. Washington Street
* Portland 5, Oregon-*

Primary Agency Representative for AMS

Nicholas L. Keyock
Milk Marketing Orders Division
Agricultural Stabilization and Conservation Service, USDA
200 Bigelow Building
4th and Pike Streets
Seattle 1, Washington

Alternate Primary Agency Representative for AMS

E. C. Wilcox
Field Operations Division
Statistical Reporting Service, USDA
348 Federal Office Building
Seattle 4, Washington

State Food Management Representatives
on USDA State Defense Boards

Region 1

Connecticut

*-Carlyle Sparkman
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
State Office Building, Room 206
Hartford 15, Connecticut-*

*
*
*
*
*

Maine

Carvell D. Foster, State Office
Agricultural Stabilization and
Conservation Service, USDA
The Maples, University of Maine
Orono, Maine

Massachusetts

Fred Hazelwood, III (Acting)
Dairy Division
Agricultural Marketing Service, USDA
Room 704, 408 Atlantic Avenue
Boston 10, Massachusetts

New Hampshire

Joseph A. Horn, State Office
Agricultural Stabilization and
Conservation Service, USDA
P. O. Box E, Federal Building, Room 210
Durham, New Hampshire

New Jersey

Elmer R. Nordberg
Field Operations Division
Statistical Reporting Service, USDA
-P. O. Box 1121-
211 Post Office Building
Trenton 6, New Jersey

*

(Continued on reverse)

State Food Management Representatives
on USDA State Defense Boards

Region 1 (Con.)

New York

Daniel D. Alfieri
Marketing Information Division
Agricultural Marketing Service, USDA
346 Broadway, Room 624
New York 13, New York

Rhode Island

Robert W. Cherry
Milk Marketing Orders Division
Agricultural Stabilization and
Conservation Service, USDA
57 Eddy Street
Providence 3, Rhode Island

Vermont

Almon F. Heald, State Office
Agricultural Stabilization and
Conservation Service, USDA
481 Main Street
Burlington, Vermont

Puerto Rico

Virgilio Rabainne
Food Distribution Division
Agricultural Marketing Service USDA
P. O. Box 8037, Fernandez Juncos Station
Santurce, Puerto Rico

State Food Management Representatives
on USDA State Defense Boards

Region 6

<u>Colorado</u>	*-Harley Gullord Poultry Division Agricultural Marketing Service, USDA 1525 Sherman Street, Room 410 Denver 3, Colorado -*	* * * * *
<u>Iowa</u>	*-Jesse C. Ellis, Jr.-* Poultry Division Agricultural Marketing Service, USDA Room 504, Iowa Building Des Moines 9, Iowa	*
<u>Kansas</u>	M. E. Churchill Fruit and Vegetable Division Agricultural Marketing Service, USDA State Marketing Division, State Office Building Topeka, Kansas	
<u>Missouri</u>	John T. Means Food Distribution Division Agricultural Marketing Service, USDA Civil Courts Building St. Louis 1, Missouri	
<u>Nebraska</u>	A. V. Nordquist Field Operations Division Statistical Reporting Service, USDA 203 Post Office Building Lincoln 1, Nebraska	

(Continued on reverse)

State Food Management Representatives
on USDA State Defense Boards

Region 6 (Con.)

North Dakota

Rodney G. Voorhees
Poultry Division
Agricultural Marketing Service, USDA
U. S. Post Office Building, Room 25
Valley City, North Dakota

South Dakota

Perry Bowersox
Livestock Division
Agricultural Marketing Service, USDA
104 Livestock Exchange Building
Sioux Falls, South Dakota

Wyoming

Lester J. Hoffman
Field Operations Division
Statistical Reporting Service
5 Federal Recreation Building
Cheyenne, Wyoming

State Food Management Representatives
on USDA State Defense Boards

Region 7

Arizona

William C. Dixon
Cotton Division
Agricultural Marketing Service, USDA
-2009 North 22nd Avenue-
Phoenix, Arizona

*

California

James S. Livingstone
Marketing Information Division
Agricultural Marketing Service, USDA
630 Sansome Street
San Francisco 11, California

Hawaii

Charles L. Powell
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
1428 South King Street
Post Office Box 5425, Pawaa Sub-Station
Honolulu 14, Hawaii

Nevada

Ervin H. Christensen, State Office
Agricultural Stabilization and
Conservation Service, USDA
1479 Wells Avenue
Reno, Nevada

Utah

Edward L. DeLaney
Food Distribution Division
Agricultural Marketing Service, USDA
10 Exchange Place, Newhouse Building, Room 1111
Salt Lake City 11, Utah

State Food Management Representatives
on USDA State Defense Boards

Region 1

Connecticut

Carlyle Sparkman
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
State Office Building, Room 206
Hartford 15, Connecticut

Maine

Carvell D. Foster, State Office
Agricultural Stabilization and
Conservation Service, USDA
The Maples, University of Maine
Orono, Maine

Massachusetts

Fred Hazelwood, III (Acting)
Dairy Division
Agricultural Marketing Service, USDA
Room 704, 408 Atlantic Avenue
Boston 10, Massachusetts

New Hampshire

*-George E. Frick
Farm Economic Division
Economic Research Service, USDA
University of New Hampshire-*
Durham, New Hampshire

*
*
*
*

New Jersey

Elmer R. Nordberg
Field Operations Division
Statistical Reporting Service, USDA
P. O. Box 1121
211 Post Office Building
Trenton 6, New Jersey

(Continued on reverse)

State Food Management Representatives
on USDA State Defense Boards

Region 1 (Con.)

New York

Daniel D. Alfieri
Marketing Information Division
Agricultural Marketing Service, USDA
346 Broadway, Room 624
New York 13, New York

Rhode Island

Robert W. Cherry
Milk Marketing Orders Division
Agricultural Stabilization and
Conservation Service, USDA
57 Eddy Street
Providence 3, Rhode Island

* Vermont

*
*

*-Thomas S. Stanley
Cooperative Extension Service
University of Vermont-*
Burlington, Vermont

Puerto Rico

Virgilio Rabainne
Food Distribution Division
Agricultural Marketing Service, USDA
P. O. Box 8037, Fernandez Juncos Station
Santurce, Puerto Rico

State Food Management Representatives
on USDA State Defense Boards

Region 7

Arizona

William C. Dixon
Cotton Division
Agricultural Marketing Service, USDA
2009 North 22nd Avenue
Phoenix, Arizona

California

James S. Livingstone
Marketing Information Division
Agricultural Marketing Service, USDA
630 Sansome Street
San Francisco 11, California

Hawaii

Charles L. Powell
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
1428 South King Street
Post Office Box 5425, Pawa Sub-Station
Honolulu 14, Hawaii

Nevada

*-Robert Morgan
Animal Disease Eradication Division
Agricultural Research Service, USDA
1557 South Wells Avenue-*
Reno, Nevada

*
*
*
*

Utah

Edward L. DeLaney
Food Distribution Division
Agricultural Marketing Service, USDA
10 Exchange Place, Newhouse Building, Room 1111
Salt Lake City 11, Utah

ACTION BY: Division Directors and Staff Officers

Records Procedure for Reprint

I PURPOSE

The purpose of this Instruction is to (1) announce the Representatives of the Department Continuity Planning Committee handling records for Reprint, and (2) outline responsibilities for selecting and packaging records for transportation to Reprint and for their maintenance at Reprint.

II APPLICABILITY OF THIS INSTRUCTION

A Management Divisions. This Instruction applies primarily to the records within the Management Divisions.

B Other Divisions. As practically all of the records of other divisions will be assembled in accordance with the attached joint memorandum dated April 22, 1955, from the Acting Administrators of CSS and AMS entitled Records and Planning in Relation to the Defense Food Program, this Instruction is made available to them primarily for informational purposes.

Should the committees established under the joint memorandum not consider essential records of a program division as being related to the Defense Food Program, the division should follow this Instruction for the selection, transportation, and management of such records.

NOTE: Defense Food Program records assembled under the joint memorandum will be transmitted through the Director of the Special Services Division, AMS, to the Food and Materials Requirements Division, CSS, where they will be packaged, labeled, and shipped to Reprint.

III CONTINUITY PLANNING COMMITTEE

Representatives of the Department Continuity Planning Committee have been appointed for the purpose of counseling with agencies relative to the selection, transportation, and management of records destined for Reprint.

DISTRIBUTION: A,D
(Wash. only)

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(III)

These representatives of the Department Continuity Planning Committee handling records for Repoint are:

James H. Austin, Chief, Secretary's Records Section

Randall W. Everett, Chief, Records & Communications Branch,
AS Division, AMS

Donald J. Simon, Records Administration Division, Office
of Plant and Operations

James Talbert, Chief, Records and Forms Management Branch,
AS Division, CSS

AMS divisions and offices shall direct all inquiries concerning this Instruction to Randall W. Everett or William H. Hillenbrand, Extension 2102 or 6040.

IV SELECTION OF RECORDS

Each division and staff office will be responsible for the selection of such records as will be essential to the conduct of functions operating from Repoint in the event of a national emergency or in compliance with any exercises decreed by the Office of Defense Mobilization.

The three principal groups of records with which this Instruction is concerned are:

A Records vital to the essential functions of the Department and AMS for the duration of an emergency if this country is attacked. These records must be available to Repoint as needed.

B Records essential to the preservation of legal rights of the Government and of individual citizens. These records should be available at AMS relocation or alternate sites.

C Records essential to the preservation of legal rights of Government employees. These records will be provided for by the Administrative Services Division working with other administrative divisions as necessary and will be available at relocation sites.

In groups B and C where material is stored at relocation or alternate sites a summary record of relocation and alternate sites and types of material stored at each will be maintained at Repoint.

V PACKAGING AND WRAPPING

Divisions and staff offices will be responsible for packaging and wrapping the records selected by them for the conduct of functions operating from Repoint. These records shall be placed in appropriate folders or envelopes which may be readily opened for reference use. Quantities of material which exceed the capacity of envelopes and folders shall be tied in bundles which can be easily handled by an individual. Packages should not be sealed with gummed tape or other adhesive material. Packages containing classified material shall be of such dimensions that they may be stored in locked standard letter or legal filing sections.

In preparing the records, several items must be carefully considered, as follows:

A Segregation. Since each division or staff office will be responsible for rewrapping records into packages at Repoint after conclusion of the exercises, records should be segregated and packaged so that a minimum number of packages will have to be unwrapped. In order to insure that the records in each package are identical in contents after rewrapping, a list must be provided. (See paragraph B below.)

B Table of Contents (Package). If the space provided on the label for general description of records is not sufficient to describe records contained in a package, a table of contents shall be included in each package. The table of contents shall be identifiable with the package label in case of detachment therefrom.

C Security Designations. Packages that contain records of a security classified nature shall be clearly marked with the proper security designation. The designation on a package must carry the same classification as the highest classified document in the package.

D Supplementary or Rotating Material. Instructions on handling supplementary or rotating material are covered in Section VII B below. Records which may rotate monthly or quarterly shall not be included in packages with records of a longer rotation period. Only the entire package will be replaced since facilities are not available for screening packages at Repoint.

(V)

E Master List. Each division or staff office shall prepare a master list of all material sent to Repoint. This list shall be placed in a separate envelope and shall accompany the shipment. It will serve as a table of contents as well as a detailed finding aid. The master list should be kept up to date, by supplementary lists, consecutively numbered, or revisions as necessary, so that it reflects at all times the contents of packages stored at Repoint. On revisions, a complete new master list will be necessary.

VI PREPARATION OF PACKAGE LABELS

A Preparation. Each division and staff office shall (1) prepare Repoint Package Label (copy attached) according to instructions contained in paragraph B below, in triplicate, (2) affix the original to the package being transmitted, and (3) submit the remaining two copies to the Records and Communications Branch, AS Division, with the package. The AS Division shall send one of the copies to the Secretary's Records Section to become a part of the Departmental register. The third copy will be transmitted with the package to Repoint, receipted, and returned to the originating division or staff office. Package labels may be secured from the Records and Communications Branch, AS Division, Extension 2102 or 6040.

B Instructions.

- Block 1. Agency - Insert full name of agency and division or staff office.
- Block 2. Dept. Code - Leave blank. The Department Code will be inserted by the Continuity Planning Committee.
- Block 3. Date - Insert date sent to Records and Communications Branch, AS Division.
- Block 4. Package No. - Leave blank. Records and Communications Branch will number packages consecutively, beginning with the number "1." Supplementary and replacement packages will also be numbered consecutively in the same series.
- Block 5. Total No. Packages - Insert total number of packages transmitted on any one date to the Records and Communications Branch.

(VI B)

Block 6. Highest Category of Class. Mat. - Check appropriate box.

Block 7. Rotation Period - Check the box which most accurately indicates the proper rotation period for the type of material being transmitted.

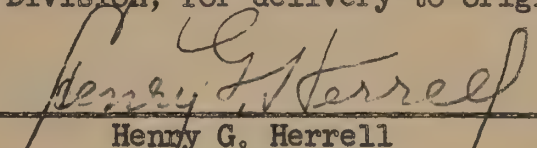
General Description of Records - In this space include a brief description of the contents of the package or envelope to which the label is affixed. When the description of the records requires more detail than the size of the package label will permit, the label shall still indicate the basic contents of the package and a detailed table of contents shall be included in the package. (See Section V B.)

VII MANAGEMENT OF RECORDS AT REPOINT

A Storing and Arranging. Records transported to Repoint will be properly stored and arranged by representatives of the Continuity Planning Committee in such manner that they may be charged out upon request to the proper officials, either participating in exercises or assuming control of operations in the event of a national emergency. Upon conclusion of the exercises, divisions and staff offices must repackage and return material charged out to the Repoint Records Control Center. (See Section V A.)

B Supplementary Material. Material may be supplemented solely by means of additional packages since the Continuity Planning Committee cannot assume the responsibility for unwrapping and breaking into packages in order to add supplementary material. Specific instructions to the Continuity Planning Committee concerning supplementary packages shall be inserted under "General Description of Records" on the Repoint Package Label.

C Rotating Packages. Care must be exercised in maintaining uniformity of material in packages to be rotated as marked in Block No. 7 of the Package Label. The Continuity Planning Committee will transport replacement packages and handle them in the identical manner as specified for the original package. The label will be identical with that on the original package, except for identifying changes in the package number and departmental code number. Packages being replaced will be returned to the Secretary's Records Section from Repoint. They will be picked up by Records and Communications Branch, AS Division, for delivery to originating divisions or staff offices.


Henry G. Herrell
Assistant Administrator for Management

Attachments

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5-12-55

UNITED STATES DEPARTMENT OF AGRICULTURE
Washington 25, D. C.

April 22, 1955

To: CSS and AMS Division Directors

From: Acting Administrator, Commodity Stabilization Service
Acting Administrator, Agricultural Marketing Service

Subject: Records and Planning in Relation to the Defense Food Program

The ability to carry out essential wartime functions relating to food will depend to a considerable extent on the availability of adequate plans based on the circumstances of nuclear warfare, and on the availability of relevant background data based on experience in World War II, the Korean period, and current program operations. Taken together, these plans and the background data will constitute the essential food records.

Central records are needed in the USDA in Washington as an aid to those who are responsible for coordinating defense food planning, and they are needed at the headquarters relocation center (Hepoint) for the use of policy people who would be stationed there in an emergency. Additional detailed records must be maintained at locations other than Hepoint where wartime operations will take place.

Central records. The attached outline is designed as a guide for the commodity divisions in the Agricultural Marketing Service and Commodity Stabilization Service in assembling essential wartime records for the central files and in carrying out related defense planning. This outline indicates the break-down of subjects to be covered in connection with each commodity or commodity group; it also lists the major commodities and commodity groups and their project numbers.

It is important that each commodity division contribute to these central records so they will be as complete as possible and so that separate commodity files for each division will not be needed at Hepoint.

The suggested procedure for use by the commodity divisions in contributing to the central records follows:

1. Assemble records already available under the points in the attached outline and in accordance with assignments of responsibility;

under Secretary's immediate supervision. It is recognized that there are overlapping divisions in the two agencies, each assumes responsibility for different but often closely related phases of the planning work. This emphasizes the need for close working relations to insure coordination in the assembling of records as well as in the planning work itself. Therefore, commodity committees are being established with representation from both agencies where appropriate. The chairmen of these committees are as follows:

<u>Commodity</u>	<u>Chairman</u>
Cotton	Director, Cotton Division, CSS
Dairy	Director, Dairy Division, AMS
Fruit & Vegetable	Director, Fruit & Vegetable Division, AMS
Grain	Director, Grain Division, CSS
Livestock	Director, Livestock Division, AMS
Oils & Products	Director, Oils and Products Division, CSS
Poultry	Director, Poultry Division, AMS
Sugar	Director, Sugar Division, CSS
Tobacco	Director, Tobacco Division, CSS

Cross-commodity divisions, such as the Transportation and Warehousing Division (CSS) and the Food Distribution Division (AMS), will assemble records as required by their assigned responsibilities and will call upon commodity divisions for assistance as required. The Agricultural Economics and Agricultural Estimates Divisions (AMS) will also assist in the development of essential records.

2. Code each document with the project number and submit four copies to the Director of the Food and Materials Requirements Division (CSS). AMS Divisions should submit such material through the Director of the newly established Special Services Division.

3. Submit additions and revisions in the same manner so that the files will be current and up to date.

4. Proceed with planning as it relates to "07. Mobilization projections; 08. Special stocks data; 09. Facilities data; 10. Standby plans and orders." Some of the new planning will necessitate contact with industry. The Director of the Food and Materials Requirements Division (CSS) or the Director of the Special Services Division (AMS) should be notified wherever it appears necessary to consult with industry in a formal manner (e.g., industry advisory committees).

As an example of defense planning, over-all vulnerability of key food industries was analyzed and reports were prepared and submitted to the Office of Defense Mobilization for review. ODM has completed this review and in a letter of April 5, 1945, the Director of ODM requested the Secretary to discuss the vulnerability problem with representatives of the cane sugar refining, wheat flour milling, corn refining, flaxseed crushing, cotton linters pulp, and German linseed oil.

and in developing plans for meeting these problems should an emergency occur. Planning and industry consultation necessitated by this request would fall into the .09 category.

5. Representatives of the Proc and Materials Administration will advise with divisions as work progresses. This advice will be necessarily be confined to commodity divisions; it will extend to other divisions as well which have a part to play in defense planning.

Operating records. In addition to the central defense records described above, each division and office may require detailed records for operating purposes at a location other than Arsenal. Insofar as possible, the attached outline should also be used in the organization of these operating records since this would facilitate reference in event of an emergency.

General. It should be noted that the files and records are being assembled as a part of our continuing responsibility to be ready for any emergency. They are not being assembled solely for the test exercises which will occur in June 1955, although they will be useful for the test exercises. As much progress as possible should be made before June 15, 1955.

It should also be noted that the cost of doing this work must be absorbed for the present. However, it will be desirable for instance, to keep some records which will give them a basis for estimating costs incurred since this may be useful in future budget estimates.

Attachment

/s/ Walter C. Berger

/s/ Roy W. Lennartson

essential war-time functions

01. Current and historical supply and requirements data.
02. Current and historical import and export data.
03. Acreage and production data (Crop Reports).
04. Special end use information.
05. Pest control measures.
 - War-time allocations and control measures
 - Acreage allotments and marketing quotas
06. Personnel mater.
07. Mobilization projections
 - Supplies and requirements
 - Adequacy analysis
 - Supporting non-food requirements (materials, manpower, etc.)
08. Special stocks data
 - Location and amount
 - Vulnerability
 - Protective measures
 - Stockpiling
09. Facilities data
 - Concentration and vulnerability
 - Protective measures
 - Essential elements (bottleneck items)
10. Standby plans and orders
 - Allocations and priorities including food orders
 - Procurement measures
 - Production incentive and controls
 - Stabilization measures (price controls and consumer rationing)

Index

- 301 Cotton, General
- 302 Upland Cotton
- 303 Long Staple Cotton
- 304 Cotton linters

- 308 Cordage fibers

- 310 Fats and Oils, General
- 311 Soybeans
- 312 Flaxseed
- 313 Cottonseed
- 314 Peanuts
- 315 Castor beans
- 316 Tung nuts

- 323 Food fats and oils - General
- 324 Animal fats - edible
- 325 Vegetable oils - edible
- 326 Non-food Fats and Oils
- 327 Animal fats and oils - inedible
- 328 Vegetable fats and oils - inedible

- 330 Food grains, General
- 331 Wheat
- 332 Wheat flour
- 333 Rice
- 334 Rye
- 335 Buckwheat
- 336 Dry Beans
- 337 Dry Peas

- 340 Feed grains and byproduct feeds
- 341 Corn
- 342 Oats
- 343 Barley
- 344 Grain Sorghum
- 345 Protein meals
- 346 Other byproducts
- 347 Mixed feeds

1/ Supplement 1 outlines the subjects to be covered in developing material for each commodity or commodity group.

3 - 5 Food projects (Cont'd).

- 350 Sugar, General
- 351 Cane sugar
- 352 Beet sugar
- 353 Molasses
- 354 Honey
- 355 Other sweeteners
- 356 Dextran
- 357 Yeast

- 360 Tobacco, General
- 361 Flue Cured
- 362 Burley
- 363 Dark Air Cured
- 364 Maryland
- 365 Cigar varieties
- 366 Other tobacco

- 370 Other specialty crops

- 380 Seeds, General

- 390 Guayule Rubber

- 400 Livestock and livestock products, general
- 401 Cattle
- 402 Hogs
- 403 Sheep and lambs
- 404 Horses
- 405 Other live animals

- 410 Meat, total
- 411 Beef
- 412 Veal
- 413 Pork
- 414 Lamb and Mutton
- 415 Other meats (excluding poultry)
- 416 Canned and processed meats

3 - 4 - 5 Food projects (Cont'd).

420	Apparel wool
421	Carpet wool
422	Wool
423	Angora
430	Dairy, General
431	Milk - farm production
432	Milk for fluid use
433	Cream
434	Butter
435	Cheese
436	Condensed and evaporated
437	Dry milk products
438	Ice Cream
439	Other dairy products
440	Poultry, General
441	Farm Chickens
442	Broilers
443	Turkeys
444	Other poultry
445	Eggs
446	Feathers
460	Coffee
461	Cocoa
462	Tea
470	Nuts, General
471	Pecans
472	Pilberts
480	Spices, General
490	Fruits and Vegetables, General
500	Melons, General
501	Watermelons
502	Cantaloupes
503	Honey Dew and Honeyball melons
510	Potatoes, white
511	Sweet potatoes
512	Potatoes, processed

525 Citrus Fruits, General

- 521 Citrus, fresh
- 522 Citrus, canned
- 523 Citrus, juice, frozen
- 524 Citrus, juice, regular
- 525 Fruits, non-citrus, General

540 Fruits, Imported, General

- 541 Pineapples
- 542 Bananas

- 545 Fruits, non-citrus, fresh
- 546 Fruits, non-citrus, canned
- 547 Fruits, non-citrus, frozen
- 548 Fruits, non-citrus, dried
- 549 Fruit juices, non-citrus
- 550 Vegetables for fresh use, General

- 575 Vegetables for processing, General
- 576 Vegetables for processing, canned
- 577 Vegetables for processing, frozen
- 578 Vegetables, dehydrated

595 Canned baby food

1. AGENCY

2. DO NOT USE THIS SPACE

DEPT. CODE

3. DATE

4. PACKAGE NO.

5. TOTAL NO. PACKAGES

6. HIGHEST CATEGORY OF CLASS, MAT.

NONE

☐

CONFIDENTIAL

☐

SECRET

☐

TOP SECRET

☐

7. ROTATION PERIOD

MONTHLY

☐

QUARTERLY

☐

SEMI-ANNUAL

☐

ANNUAL

☐

RECEIVED BY

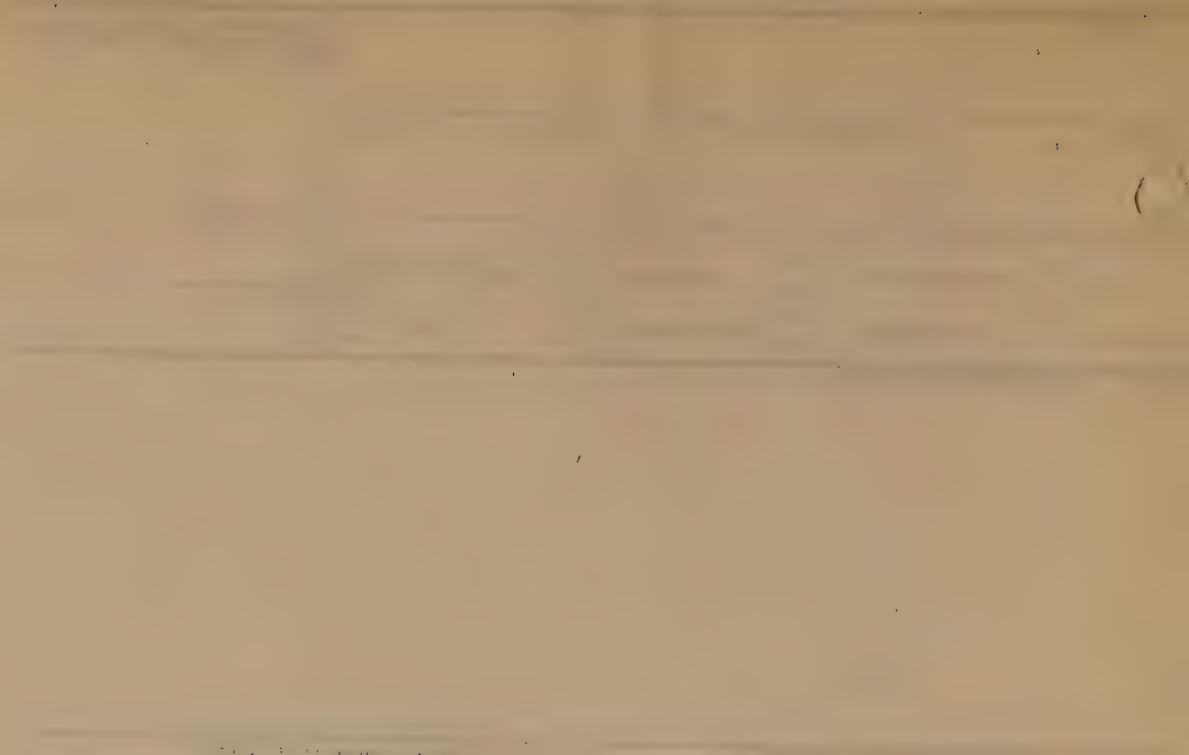
DATE

GENERAL DESCRIPTION OF RECORDS

U. S. DEPARTMENT OF AGRICULTURE

"REPOINT" PACKAGE LABEL

AGRI-WASH



ACTION BY: Division Directors and Staff Officers

Records Procedure for Repoint

I PURPOSE

This Instruction outlines responsibilities for selecting and packaging records for transportation to Repoint.

II CANCELLATION

AMS Instruction No. 107-2, dated 5-12-55, is hereby superseded. Specific parts revised are not indicated because of the general nature of the revision.

III APPLICABILITY OF THIS INSTRUCTION

A Management Divisions. This Instruction applies primarily to the records within the AMS management divisions.

B Other Divisions. As practically all of the records for Repoint in other divisions will be assembled in accordance with Defense Planning Instruction 3, ssent to Chairmen, Defense Planning Committees, on March 6, 1957, by the Food and Materials Requirements Division of the Commodity Stabilization Service (CSS), this AMS Instruction is made available to those divisions mainly for informational purposes.

(NOTE: Defense Food Program records assembled in accordance with Defense Planning Instructions will be transmitted through the Director, Special Services Division, AMS, to the Food and Materials Requirements Division, CSS, where they will be packaged, labeled, and shipped to Repoint.)

DISTRIBUTION: A,D
(Wash. only)

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7-2-57

IV RESPONSIBILITIES

With respect to records for Repoint, other than food records (which will be handled by Defense Planning Committees in accordance with Section III B above), the following responsibilities are assigned in AMS:

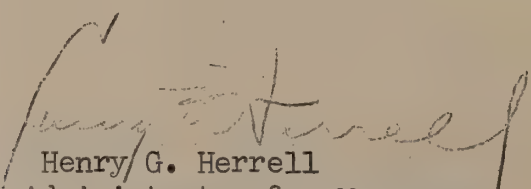
A Divisions and Offices. Divisions and offices concerned with types of records listed in Section V below shall be responsible for selecting, keeping current, and having available at all times, such records as will be essential to the conduct of functions operating from Repoint in the event of a national emergency or in compliance with any exercise decreed by the Office of Defense Mobilization. Questions concerning procedure for these functions shall be directed to Randall W. Everett, Jr. (AMS member of the Records Subcommittee of the Continuity Planning Committee), or William H. Hillenbrand, Extension 2102 or 6040.

B Administrative Services (AS) Division. The AS Division (Records and Communications Branch) shall be responsible for packaging, wrapping, accounting for, and arranging transportation of such records, as necessary, to and from Repoint, in accordance with the records procedure attached to unnumbered Secretary's Memorandum on this subject dated April 22, 1957.

V TYPES OF RECORDS

The three types of records covered by this Instruction are:

- A Records vital to the essential functions of the Department and AMS for the duration of an emergency if this country is attacked.
- B Records essential to the preservation of legal rights of the Government and of individual citizens.
- C Records essential to the preservation of legal rights of Government employees.


Henry G. Herrell
Assistant Administrator for Management

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Service
Washington 25, D. C.

AMS INSTRUCTION No. 107-4
Rev. 1

ACTION BY: All Divisions and Offices

Participation in Operation Alert 1957

I PURPOSE

This Instruction (1) transmits and calls attention to Secretary's Memorandum to heads of Department agencies dated May 22, 1957, concerning participation of the Department in Operation Alert 1957; and (2) sets forth responsibilities for AMS participation in the operation.

II CANCELLATION

AMS Instruction No. 107-4 dated July 5, 1956, is superseded by this Instruction and should be removed from the manual. Specific parts revised are not indicated because of the general nature of the revision.

III APPLICABILITY

This Instruction is applicable to Washington divisions, Food Distribution Division field offices, and certain additional field offices which have otherwise received instructions pertaining to participation in Operation Alert. It is being distributed to all other offices for information purposes.

IV DESCRIPTION OF OPERATION ALERT 1957

Attached to the Secretary's Memorandum mentioned above is an Outline Covering Participation of the U. S. Department of Agriculture in Operation Alert 1957 (Op. Alert 1957, Instruction 1). This outline describes the purpose, nature, scope, and timing of the simulated attack, and the documents in which additional information pertaining to the test exercise may be found.

Additional instructions in the "Op. Alert 1957 Instruction" series, Federal Civil Defense Administration Standards and Office of Defense

DISTRIBUTION: A,M,O,R,S

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6-5-57

(IV)

Mobilization Program Memorandums will be distributed to those who are to participate actively in Operation Alert 1957 through Defense Planning Committees for Washington personnel and through the Regional Liaison Representatives mail distribution system for field personnel.

V AMS PARTICIPATION IN OPERATION ALERT 1957

AMS personnel who are to participate actively in Operation Alert 1957, either at Repoint or in the field, will be notified by the Special Services Division. All other personnel will participate only to the extent needed to cooperate with local civil defense exercises (see Op. Alert 1957, Instruction 1, Paragraph V) or to supply information requested by an office or official designated to participate actively in the exercise. Care should be taken to identify any such messages or conversations with the words "UNCAP-TEST EXERCISE ONLY" (see Op. Alert 1957, Instruction 1, Paragraph IV).

The Special Services Division will coordinate the pre-exercise and post-exercise activities of AMS personnel. During the exercise coordination will be accomplished by methods established for utilization of the war-time organization.

VI DIVISION INSTRUCTIONS TO FIELD PERSONNEL

Divisions which find it necessary to augment official "Op. Alert 1957, Instructions" with additional instructions issued by the division director for the use of division personnel should:

- 1 Designate them as "OPAL 57 Instruction A(B,C,D, etc) - FV(or LS, MR, etc. to indicate the issuing division)" 1/
- 2 Send twelve copies to the Special Services Division so that they may be distributed by established methods to Regional Liaison Representatives.

1/ The abbreviation "OPAL" for Operation Alert and the use of letters A,B,C, etc. instead of numbers for succeeding issues of division instructions will differentiate such instructions from department instructions officially designated as "Op. Alert 1957 Instruction."

B. V. Wells
O. V. Wells
Administrator

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

May 22, 1957

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

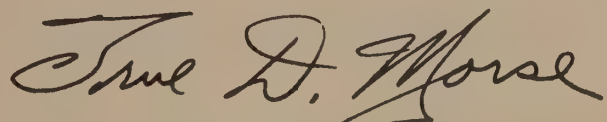
Participation of U. S. Department of Agriculture
in Operation Alert 1957

The U. S. Department of Agriculture will participate in the test exercise Operation Alert 1957, which is sponsored jointly by the Federal Civil Defense Administration and the Office of Defense Mobilization. The exercise is designed to test our capability to cope with problems resulting from a hypothetical enemy attack on the United States.

The most active phase of the exercise will be from July 12 through July 19. However, there will be a build-up period prior to this time involving a few personnel in their regular office locations.

An outline summarizing USDA participation in the Alert is attached. It is requested that you make it available in whole or in part to Washington divisions and to field offices in need of it. This outline is also being distributed to Defense Planning Committees and to the Regional Liaison Representatives and members of their advisory groups. Additional copies may be obtained from the Chairman of the Defense Review Committee, Extension 4744.

Part I of the outline is a general explanation of Operation Alert 1957. The other parts summarize the specialized activities of USDA. It should be noted that personnel who are designated to take part in the specialized activities will receive additional detailed instructions.



True D. Morse
Under Secretary

Attachment

OUTLINE COVERING PARTICIPATION OF THE U. S. DEPARTMENT
OF AGRICULTURE IN "OPERATION ALERT 1957"

I. General Explanation

A. Purpose. The purpose of "Operation Alert 1957" is to improve the readiness of the nation to meet promptly and effectively emergency situations, resulting from enemy action. Particular attention and emphasis will be directed at increased education of the public, training of the civil defense forces, and the performance of immediate essential wartime functions of the Federal agencies.

B. Objectives. Objectives of the exercise are:

1. To appraise and improve the national readiness to --

(a) Execute actions necessary to prosecute successfully a war evolving from an attack on U.S. forces and/or an attack on the continental U.S.;

(b) Meet the survival and recovery needs of the nation;

(c) Maintain and strengthen the functioning of government at local, state and national levels under emergency situations.

2. To determine the necessary modifications in mobilization planning that will enable the nation to best meet emergency situations.

C. Basic Assumptions for the Exercise.

1. The exercise will start early in June with an assumed international situation which quickly develops into a Plan C problem involving U. S. troops outside the United States. This period is followed in July with a hypothetical attack on the United States itself, which marks the beginning of the D-Minus phase of the exercise. (A Plan C situation signifies active participation of the U.S. in a wartime situation which does not involve attack on the U.S., and a D-Minus situation signifies attack on the U.S. with nuclear weapons.)

2. The Plan C situation will be played within the Federal Government by personnel in their regular office locations.

3. During the Plan C period, certain hypothetical Presidential actions will be taken to step up war organization and civil defense, initiate certain precautionary measures, man relocation sites and accomplish other objectives appropriate to the situation.

4. The D-Minus situation will be triggered by a hypothetical attack on the United States using nuclear weapons. The initial air raid warning will be at 11:00 a.m. EST Friday, July 12, 1957.

5. The D-Minus situation will cover two operational periods as follows:

(a) The first period is the civil defense phase. It will run without compression of time from the air raid warning until 6:00 p.m. EST July 14. Federal agencies will carry out their exercise responsibilities during this period from the sites that they would use in an actual emergency. The targets will not be announced prior to the attack and information, including damage assessment, will be developed from initial reporting of local civil defense units. If the entire bombing pattern has not been reported by 18 hours after the attack, the remaining information will be injected from central sources. Survival and ground mobilization actions will be taken.

(b) The second period will start on Monday, July 15 at 8:30 a.m. local standard time wherever the offices are located, and will run through 12:00 noon local standard time on Friday, July 19. Agencies are expected to augment their exercise groups at relocation sites during this period. The situation on July 15 will assume that 15 days have elapsed since the attack and will open with a briefing guide and synopsis which will indicate the principal actions taken from the time of attack through the first 15 days after attack. (The time of attack is sometimes referred to as "D" or "D-Day", so 15 days after the attack would be designated as "D + 15".) The remainder of the exercise will operate without further compression of time.

6. A table summarizing the situation assumptions and time phasing of major government-wide actions is attached as Exhibit 1.

7. Although the full extent of damage resulting from the simulated attack will not be known until after July 12, it can be assumed that there will be widespread damage from blast, fire and radiological fallout, which will make necessary the use of D-Minus food plans and plans for the control of rural fires. The civil defense standards indicate that FCDA regions may introduce chemical and biological warfare actions limited to not more than one for each region. This assumption may require some adaptation within the USDA in order to insure adequate testing of plans relating to biological and chemical warfare against animals and crops.

8. Additional general background for Operation Alert 1957 will be found in Program Memorandum X-12 of ODM and its annexes, and the standards for Operation Alert 1957 issued by the FCDA. Copies of these ODM and FCDA documents are being distributed separately as they become available.

II. Nature of USDA Participation in Operation Alert 1957

The nature of USDA participation in Operation Alert 1957 is outlined in the following paragraphs in terms of the national headquarters level, Regional Liaison Representatives and their staffs, and agency field offices. Particular attention is given to staffing and organization and to the relationship of work done during the exercise to pre-emergency planning. More detail on the scheduling of USDA actions at the national level and RLR level can be found in the table attached as Exhibit 2.

A. National Headquarters

1. During the period June 3 to July 11, all administrative and program participation in Operation Alert 1957 will be "in place" at regular office locations. Procedures used in the distribution of defense planning materials will be used during this period to keep Defense Planning Committees, The Defense Review Committee, the Defense Policy Committee, Regional Liaison Representatives and others informed of the simulated build-up of world tension and of the actions assumed to be taken by USDA.

2. Plan C actions will be developed "in place" beginning on June 20 by a small task force, which will consult with individual members of the Defense Review Committee and the Defense Planning Committees, and others whenever necessary.

3. A small activation group will begin on July 8 to step up the activities at Repoint. It will have no responsibility for program operations, but will make certain that the site is ready for others to begin program operations on July 12. This group will start with about 20 to 25 personnel and it will increase gradually during the week. It will include communications and housekeeping personnel and a few who are familiar with program plans, particularly those relating to damage assessment. Work will be done on a regular eight-hour a day basis until the close of business on July 11.

4. The small activation group will be expanded to about 110 personnel by 11:00 a.m. EST on July 12 for the purpose of carrying out the immediate post-attack D-Minus actions. This group will include the "Repoint Cadre" of approximately 45 personnel, additional communications and damage assessment personnel and some representation from the program divisions of the food organization. This group will be active around the clock until 6:00 p.m. EST July 14. Since individual members should not be required to work more than an eight-hour day, the number of personnel on duty at any given time will be so small that it will be impossible to man all divisions of the emergency organization. Nevertheless, major segments of the wartime organization, and communications and damage assessment will be covered at all times.

5. Beginning at 8:30 a.m. EST on July 15, the activation group will proceed to carry out D-Minus actions on the assumption that 15 days have elapsed since the time of attack. Additional administrative and program members of the Repoint exercise group will arrive during the day on the 15th, to make a total of not over 350 employees for the remainder of the exercise. The new arrivals will be briefed and will go on duty on the 15th if time permits. In any event, the full exercise group will be ready for duty at 8:30 a.m. EST on July 16. Since the formal working day during this period for all activity except communications will be eight hours, it will be possible to have at least a skeleton staff for each division of the emergency food organization and other units of the Department which have essential wartime functions. The time of operation for damage assessment may require adjustment in accordance with the work load.

6. All personnel utilized at Repoint in Operation Alert 1957 will be selected from the staff which would be used in an actual emergency. Many will be members of related Defense Planning Committees, although this is not required in all cases.

7. From July 12 through July 19, the primary aim of the staff at Repoint will be to test the adaptability of D-Minus defense plans and orders under the assumptions of the simulated attack. Program plans and standby orders developed by Defense Planning Committees and others will be tested along with the administrative plans outlined in the Defense Operations Manual, soon to be issued. Use of the Defense Operations Manual makes unnecessary the issuance of detailed special instructions on such subjects as internal program procedures and communications.

B. Regional Liaison Representatives and Their Staffs

1. During the period June 3 through July 11 it will be desirable for each RLR to have one or more meetings with the agency representatives on his advisory group in order to discuss the situation assumptions and to complete plans for the exercise.

2. Each RLR will work with the host office at the site of the Regional Liaison Headquarters prior to July 12 to make sure that the site is in readiness for the RLR and his staff.

3. Beginning at 11:00 a.m. EST on July 12, each RLR will be at his Regional Liaison Headquarters with a partial staff consisting of his deputy, at least one representative of each agency, and necessary communications, clerical and administrative personnel. With communications and operations on a 12-hour basis, some adjustments in work hours will be needed so that

no individual will be required to work more than eight hours a day. Alternates will represent the RLR at sites of the Regional Mobilization Committee and Regional Civil Defense Operations Board.

4. Additional members of the staff selected for participation in the exercise will arrive at the Regional Liaison Headquarters during the day on July 15. Although communications will be active on a 12-hour basis, operating personnel will be on duty only eight hours a day. A shorter work period and larger staff should permit comprehensive coverage of essential functions under the D-Minus situation.

5. As in the case of Repoint, all staff members will be selected from the staffs which would be utilized in an actual emergency.

6. Within the situation assumptions of the exercise, the aim of each RLR will be to test the program and administrative plans which were developed in the pre-emergency period in accordance with RLR Memorandum No. 4. Internal program procedures and administrative matters are covered by the Defense Operations Manual, which should reduce the need for separate Operation Alert instructions of this type.

C. Agency Field Offices

1. The Commodity Offices in the field, the Food Distribution area offices, selected ASC state offices and selected offices of the Forest Service and ARS should participate in Operation Alert 1957 beginning at 11:00 a.m. EST on July 12. However, the full exercise staff of these offices need not be available until July 15. The specific number of personnel to be used will be determined by the responsible agencies.

2. Field offices of other agencies may also be activated at the discretion of the agency concerned.

3. The participation of agency field offices in Operation Alert is to be distinguished from agency representation on the staff of the Regional Liaison Representatives.

4. All Commodity Offices will operate from relocated sites. Other field offices may participate from regular locations or from relocated sites wherever appropriate relocation arrangements have been made before the exercise. It should be noted that communications will be easier for those offices located at the site of the USDA Regional Liaison Headquarters. Information concerning the Regional Liaison Headquarters will be made available separately.

5. Work schedules for agency field offices will conform to the schedule for the RLRs (see Exhibit 1) except that agency offices located away from the Regional Liaison Headquarters need not attempt to maintain special communications capability beyond regular working hours.

6. The work done by agency field offices during the exercise will conform to instructions received from Repoint and will take into account requests by the Regional Liaison Representatives and their staffs.

III. Security

1. Personnel participating in Operation Alert 1957 at Repoint must be cleared for a minimum of "Confidential", although "Secret" clearance is required for those who will use the basic C and D-Minus Plans and the documents relating specifically to these Plans. ODM requires "Top Secret" clearance for communications personnel at Repoint.

2. Secretary's Memorandum 1398, Supplement 2, provides that the Regional Liaison Representatives of USDA must be cleared for "Top Secret". This is necessary in order to comply with ODM requirements. It provides that other members of the staff should be cleared for "Secret". Since Regional Liaison Headquarters offices are small and some secret documents will be used, the maintenance of security requires that these rules be followed in Operation Alert 1957, with one exception. "Confidential" clearance is adequate for communications personnel at these offices.

3. Security clearance is not required for personnel in participating agency field offices (except that communications personnel at Commodity Office sites at Fargo, North Dakota; Manhattan, Kansas and Alexandria, Louisiana, must be cleared for "Confidential".) However, if personnel with security clearance are available to the agencies in the field, it will be helpful to use them in case the use of some classified material is unavoidable.

IV. Designation of Communications

THE FIRST FOUR AND THE LAST FOUR WORDS OF ALL SIMULATED COMMUNICATIONS TRANSMITTED AS A PART OF OPERATION ALERT 1957 MUST BE "UNCAP - TEST EXERCISE ONLY".

V. Additional Participation of USDA

In addition to participation in phases of Operation Alert 1957 which pertain to delegated responsibilities of USDA, Washington and field offices of USDA will cooperate as required in local civil defense activities relating to protection of people and property. This means, of course, that where directed to do so,

personnel will evacuate buildings, go to shelters or take other action on signal or direction except where a skeleton force is needed to maintain operations which cannot be interrupted by civil defense exercises.

VI. Responsibility for Further Operation Alert Instructions

1. Some additional instructions for Operation Alert 1957 will be needed from time to time. Those which have significance for more than one agency will be issued in the "Op. Alert 1957 Instruction" series. All such proposed instructions will be reviewed prior to issuance and assigned a number by the Defense Review Committee. The Chairman of this Committee will arrange for approval by the Defense Policy Committee or individual members of that Committee if policy questions are involved. If such an instruction is not signed by a member of the Defense Policy Committee, it will be signed by the official who normally has responsibility for that phase of defense planning.

2. Agencies will be expected to keep their field offices informed on the extent of participation in Operation Alert 1957. This information should also be given to the Director of the Food and Materials Requirements Division, who will use it to keep the RLRs informed.

Attachments

- JULY

[illegible]

INTELLIGENCE BULLETINS

NEWS FLASHES

ACTIONS

PRESIDENTIAL

AGENCIES

DEPARTMENT OF AGRICULTURE PARTICIPATION IN OPERATION ALERT 1957

JUNE 3 to JULY 11 - INFORMATION

National Level

1. Informational material will be distributed to First Echelon, First Echelon Back-Up Staff, to Chairmen of Defense Planning Committees, and to the Regional Liaison Representatives.

RLR Level

1. RLR will keep his Advisory Group informed of information received where instructional material or other information or data is not distributed directly to the Group.

JUNE 20 - JULY 11 - PLAN C ACTIONS (To be Played in Place)

1. Small Task Force shall be established to review Presidential, ODM and FCDA actions.

2. This group will review these actions and determine appropriate Department of Agriculture action including issuance of food orders, delegations, and other necessary actions to carry out Department responsibilities at both National and field level.

3. Proposed actions and delegations will be reviewed by the Defense Policy Committee and issued as appropriate.

4. Copies of actions and delegations will be distributed to First Echelon, First Echelon Back-Up Staff, Chairmen of Defense Planning Committees and Regional Liaison Representatives.

1. The RLR will review copies of actions and delegations received from National headquarters and keep his Advisory Group informed.

2. He will take appropriate actions and make such redelegations within the field as are appropriate.

JULY 8 - JULY 11 - MANNING OF RELOCATION SITES
(National Level Only)

1. Repoint will be manned with Communications, Housekeeping, Duty Officer, and a few operational personnel.

2. Communications will be activated.

3. Operations during this period will be on a normal eight-hour basis -- 8:30 a.m. to 5:30 p.m. EST.

1. The RLR, his deputy or alternates, will participate, as necessary, during this period with RMC and the FCDA Regional Operations Board.

2. All Advisory Groups will remain in their regular offices.

3. Communications installations will be completed where necessary and tested.

JULY 12 THROUGH JULY 14 - CIVIL DEFENSE EXERCISE SURVIVAL
ACTION PERIOD AND D-MINUS ACTIONS

1. Balance of the Activation Group are to report to Repoint July 11. This group is to arrive in the evening in order to be able to meet the morning of July 12 to organize and be ready to start the Exercise at 11:00 a.m. EST.

2. All appropriate D-Minus actions and delegations relating to D-Minus will be taken at Repoint.

3. Copies of issued orders and delegations will be distributed to appropriate personnel of Activation Group, to the files of the additional Repoint Exercise Group who will report later and to RLRs.

4. Communications will be on a 24-hour basis.

5. Operations will be on a 24-hour basis from 11:00 a.m. EST, July 12 to 6:00 p.m. EST, July 14.

6. Duty Officer on duty from 6:00 p.m. EST, July 14 to 8:30 a.m. EST, July 15.

1. The alternates of the RLRs will be at the RMC and the FCDA Regional Operations Board sites. Time to be in accordance with a call from RMC and FCDA Regional Operations Board.

2. The RLRs will be at the Regional Liaison Headquarters before the start of the Exercise at 11:00 a.m. EST, July 12.

3. Each Agency on the Advisory Groups of the RLRs shall have at least one representative at the Regional Liaison Headquarters before the start of the Exercise at 11:00 a.m. EST, July 12.

4. Communications personnel selected for Operation Alert 1957 will be at the Regional Liaison Headquarters before the start of the Exercise at 11:00 a.m. EST, July 12.

5. RLRs will review with their Advisory Groups all information, actions, delegations, and requests received from Repoint, RMC and FCDA and take appropriate action to carry out their responsibilities.

6. Communications and operations will be on the following basis: All times are standard time for the particular time zone where the office is located, except that the Exercise will begin at 11:00 a.m. Eastern Standard Time on July 12 and this phase will end at 6:00 p.m. Eastern Standard Time, July 14.

July 12 - 11:00 a.m. EST to 8:30 p.m. local standard time

July 13 - 8:30 a.m. local standard time to 8:30 p.m. local standard time.

July 14 - 8:30 a.m. local standard time to 6:00 p.m. EST.

JULY 15 THROUGH JULY 19 - CONTINUING D-MINUS ACTIONS

1. Repoint will be manned with a full Repoint Exercise Group. This group will leave Washington the morning of July 15 at the start of business.

2. Activation Group will conduct the Exercise until the full Repoint Exercise Group arrives and will carry out appropriate D-Minus actions.

3. Communications will be on a 24-hour basis.

4. Operations for July 15 through July 18 will be from 8:30 a.m. to 5:30 p.m. EST.

5. Duty Officer on duty from 5:30 p.m. to 8:30 a.m. EST.

6. Operations July 19 will be from 8:30 a.m. to 12:00 Noon EST.

1. Alternates to the Regional Liaison Representatives will continue at the RMC and FCDA Regional Operations Board sites.

2. Each RLR and the members of his Advisory Group, who participated in the July 12-14 period, will continue at the Regional Liaison Headquarters and conduct the Exercise until arrival of the balance of his Op. Alert 1957 staff arrives.

3. Additional members of the staff of each RLR, selected to participate in Op. Alert 1957, will leave for the Regional Liaison Headquarters the morning of July 15. The time of departure to be the usual start of business.

4. Each RLR will review with his Advisory Group all information, actions, delegations, and requests received from Repoint, RMC and FCDA, and will take appropriate action to carry out his responsibilities.

5. Communications for July 15 through July 18 will be from 8:30 a.m. to 8:30 p.m., Standard Time for the particular time zone. For July 19 from 8:30 a.m. to 12:00 Noon.

6. Operations for July 15 through July 18 will be from 8:30 a.m. to 5:30 p.m., Standard Time for the particular time zone.

7. July 19, operations 8:30 a.m. to 12:00 Noon, Standard Time for the particular time zone.

AMS AGRICULTURAL ECONOMICS DIV
STATISTICAL & HIST RES BR
AGRICULTURAL HISTORIAN
10-3-56
AMS-R1

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Service
Washington 25, D. C.

AMS INSTRUCTION No. 107-4
Rev. 1
AUX 1

ACTION BY: All Divisions and Offices

Operation Alert 1957

Operation Alert 1957, Instruction 1 Transmitted by AMS Instruction No. 107-4, Rev. 1, dated June 5, 1957, has been amended.

Please change Operation Alert 1957, Instruction 1, Paragraph IV, Page 6 to read as follows:

THE FIRST FOUR WORDS OF ALL SIMULATED COMMUNICATIONS TRANSMITTED AS A PART OF OPERATION ALERT 1957 MUST BE "EXERCISE UNCAP - TEST ONLY". THE LAST FOUR WORDS OF ALL SIMULATED COMMUNICATIONS TRANSMITTED AS A PART OF OPERATION ALERT 1957 MUST BE "TEST ONLY - EXERCISE UNCAP".

In AMS Instruction No. 107-4 make the following pen and ink change in the last sentence of Paragraph 1, Section V, Page 2. "Care should be taken to identify any such messages or conversations with the words prescribed in Operation Alert 1957, Instruction 1, Paragraph IV as amended.



W. C. Laxton
Acting Assistant Administrator for Management

DISTRIBUTION: A,M,O,R,S

Agri-Wash

AMS-R1
10-3-56
AGRICULTURAL HISTORIAN
STATISTICAL & HIST RES BR
AMS AGRICULTURAL ECONOMICS DIV

ACTION BY: All Divisions and Offices

Operation Alert 1958

I PURPOSE, AUTHORITY, AND RELATIONSHIP TO OTHER INSTRUCTIONS

This Instruction provides information and instructions for AMS employees concerning Operation Alert 1958. It is issued pursuant to and complements Memorandum to Heads of Department Agencies, dated April 21, 1958, from the Secretary's Office, and Operation Alert 1958 Instructions 1 and 2 issued on a Department basis. The Memorandum and Department Instructions are attached.

II CANCELLATION

AMS Instruction No. 107-4, Rev. 1, dated June 6, 1957, is superseded by this Instruction and should be removed from the manual.

III DESCRIPTION OF OPERATION ALERT 1958

Operation Alert 1958 will be conducted in three phases. A brief description of each of these phases is contained in the Memorandum mentioned in Section I above.

IV AMS RESPONSIBILITIES

A Special Services Division.

1 The Special Services Division, acting under the policy guidance of the Administrator's office, shall be responsible for coordinating the activities of AMS divisions and offices, both headquarters and field, in connection with Operation Alert 1958.

2 The Special Services Division shall work in close collaboration with the Continuity Planning Committee, the Food and Materials Requirements Division of CSS, and with other appropriate agencies and officials having responsibility in connection with Operation Alert 1958.

(IV)

B Agricultural Estimates Division. The Agricultural Estimates Division shall make available for Phase One the services of the State Agricultural Statisticians who will be the principal AMS representatives in the field for this phase of the exercise.

C Other Divisions. Other divisions shall select personnel (as provided in Section VI A) to assist the State Agricultural Statisticians in the exercise to the maximum extent possible without interfering unduly with regular program activities.

V AMS PARTICIPATION IN PHASE ONE OF OPERATION ALERT 1958

A General Activities. Field offices shall, upon request from the Agricultural Stabilization and Conservation Committee (ASCC), other Departmental offices, or State and local civil defense (CD) officials, supply information concerning food problems arising in the exercise. Such information should be only that type which can be provided readily and which does not require extensive work to prepare. While the principal activity by CD officials will take place on May 6 and 7, AMS activities are expected to be spread out over the period from the time of issuance of this Instruction through the month of May.

B Special Activities.

1 Group I States. The States listed below are designated "Group I" States. Activities will be concentrated in the cities indicated.

ALA - Montgomery
ARIZ - Phoenix
ARK - Little Rock
COLO - Denver
IDAHO - Boise
ILL - Springfield
IOWA - Des Moines
LA - Alexandria
MD - College Park
MASS - Boston

MICH - Lansing
N. C. - Raleigh
OHIO - Columbus
OREG - Portland
PA - Harrisburg
S. C. - Columbia
TENN - Nashville
UTAH - Salt Lake City
VA - Richmond
WIS - Madison

(V B 1)

The State Agricultural Statistician, the principal AMS representative, with an additional AMS employee from another division (selected as prescribed in Section VI A) shall perform certain attack analyses and estimates of post-attack food supplies and requirements. These employees will be members of a team which will also include personnel from the ASCC. Separate instructions for these participants will be contained in Exhibits A and B to Auxiliary 1 of this Instruction.

2 Group II States. Other States are designated "Group II" States. The State Agricultural Statistician in these States shall perform only those attack analyses specified in Exhibit A to Auxiliary 1 of this Instruction.

VI SELECTION AND NOTIFICATION OF PERSONNEL TO ASSIST STATE AGRICULTURAL STATISTICIANS

A Selection of Personnel. Division directors of divisions other than the Agricultural Estimates Division, having offices in or near the cities shown in Group I States, shall select representatives of their divisions to work with the State Agricultural Statisticians at one or more of the locations in the Group I States. Personnel selected should be those who are located in or near the cities in which the offices of the State Agricultural Statisticians are located, and who can from the time of issuance of this Instruction through the month of May, devote a reasonable amount of time to Operation Alert 1958 matters without serious interference with regular program activities. Division directors shall collaborate with the Special Services Division in selecting the locations at which they can most appropriately supply employees.

B Notification to Personnel Selected. Division directors shall notify employees selected to work with the State Agricultural Statisticians in Group I States of their selection and supply each with a copy of this Instruction and its Auxiliaries. The Special Services Division will furnish the required number of copies of such Instructions to divisions.

VII ACTIVITIES IN PHASES TWO AND THREE

Activities in Phases Two and Three of Operation Alert 1958 will be governed by special instructions issued to employees selected to participate in those phases.

VIII SUPPLEMENTARY INSTRUCTIONS

A Auxiliaries to This Instruction. Auxiliaries to this Instruction will be distributed to headquarters offices of AMS divisions for distribution to their field employees participating in the activities specified in Section V B.

B AMS Division Instructions. Any supplementary instructions issued by division directors shall be identified prominently as pertaining to Operation Alert 1958. (Use of the term "OPAL 58" may be substituted for "Operation Alert 1958.") Such instructions shall avoid paraphrasing or duplicating this Instruction or related Department instructions to the maximum extent possible. One copy each of all division instructions pertaining to Operation Alert 1958 shall be furnished to the Special Services Division.

C Standards Issued by Office of Defense Mobilization and Federal Civil Defense Administration. "Standards for Operation Alert 1958 - Attack Phase," jointly issued by the Office of Defense Mobilization (ODM) and the Federal Civil Defense Administration (FCDA), are designed principally for the guidance of State and local civil defense organizations. While containing references to food and other matters of interest to the Department of Agriculture, they should not be regarded as the basic instructions for Department personnel.

IX REPORTING

In order that it may be possible to ascertain the scope and level of activity of AMS participation in Phase One of the exercise, each field office which performs any activity in Phase One shall send to its headquarters office by May 31 a brief narrative report of not more than one page describing such activity. Where possible, major problems encountered and suggestions for improving defense readiness should be cited. Include two extra copies of any such report marked for dispatch by the headquarters division to the Special Services Division. The Special Services Division will send one of these copies to the Chairman, Defense Review Committee.

X COSTS

Since activities in connection with Operation Alert 1958 will be on an absorbed-cost basis, all divisions and staff offices shall include these

(X)

absorbed costs in their monthly reports of man-months and obligations. Travel costs in connection with Phase One of Operation Alert 1958 shall be held to the absolute minimum. Special travel instructions will be issued pertaining to Phase Two travel.

XI EMPLOYEE PARTICIPATION IN LOCAL CIVIL DEFENSE EXERCISES

All AMS employees should plan to participate fully in evacuation drills and other local civil defense exercises on May 6 and 7, except where it is necessary to maintain vital facilities and programs such as preparing or issuing reports which have a fixed schedule or where public services are required to be provided. AMS employees who have assumed local volunteer civil defense assignments at their places of work are to participate fully in these assignments. A specific defense assignment from AMS for Operation Alert 1958 will take precedence over any volunteer civil defense activity assumed by an AMS employee.

O. V. Wells

O. V. Wells
Administrator

Attachments

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

April 2, 1958

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

Participation of U. S. Department of Agriculture
in Operation Alert 1958

Operation Alert 1958 will be carried out in three general phases.

The first, or attack phase will be conducted primarily at state and local levels, beginning formally on May 6. This phase will emphasize the evaluation of the impact of the attack, survival actions, analysis of requirements and supplies and Federal assistance needed.

The second phase will involve participation at regional and national levels using relocation sites, and will culminate during the week of July 14. Emphasis will be placed on regional activity on July 14 and 15, and on activity at the national level on July 16, 17 and 18. In this phase the validity of needs developed in the first phase will be determined as well as ways and means of meeting such needs.

The third phase will be an evaluation of the other phases and the adequacy of current policies and guidance. This phase will be carried out at the relocation site of the Office of Defense Mobilization on September 15, 16 and 17 by a small group of personnel representing various Government agencies.

The U. S. Department of Agriculture will participate in all three phases. The basic pattern of participation in the first and second phases are attached to this memorandum as Op. Alert 1958 Instructions 1 and 2. Additional instructions will be issued as necessary.

The objective of Operation Alert 1958 insofar as the U. S. Department of Agriculture is concerned will be to improve its ability to cope with an emergency resulting from a nuclear attack on the U.S., and to test the adequacy of existing plans. In order that the most benefit can be obtained from the exercise, adequate preparation prior to the exercise and follow-up after each phase of the exercise will be necessary.

A handwritten signature in dark ink, appearing to read "Ralph S. Roberts", with a large, sweeping flourish extending from the bottom of the signature.

Attachment

Ralph S. Roberts
Administrative Assistant Secretary

Participation of the U.S. Department of Agriculture in the
First Phase of Operation Alert 1958 at State and Local Levels

A. General

1. In Operation Alert 1958, it will be assumed that the United States has been attacked with nuclear weapons. The scope of this attack will be revealed to participating offices in the early stages of the first phase of the exercise.

2. Beginning on May 6, field offices of the U.S. Department of Agriculture which have been designated to participate in the exercise will be prepared to consult with the participating state and local civil defense organizations. This will be done from regular office locations. The exercise will involve state and local civil defense emergency actions, including public participation, damage reporting and assessment and local and state survival and recovery actions.

3. USDA Regional Liaison Representatives and their staffs will participate in the first phase only to attend meetings and to review data resulting from the first phase. Regional Liaison Headquarters will not be activated during this phase.

4. The general scope of participation in the first phase at state and local levels is outlined below in relation to food activity of the Agricultural Marketing Service and Commodity Stabilization Service and the special responsibilities of the Forest Service. These responsibilities are outlined on an interim basis for purposes of Operation Alert 1958 only.

B. Food Activity

Participation in the food area during the first phase of Operation Alert 1958 will be carried out at state and, where feasible, at local levels by the Agricultural Marketing Service, and by the Commodity Stabilization Service through the Agricultural Stabilization and Conservation organization hereafter included under the designation, CSS. These agencies will develop and issue their own exercise instructions governing activities of their own personnel, taking into consideration the following points:

1. AMS and CSS should cooperate in developing exercise instructions so as to insure coordination.

2. The participating AMS and CSS field offices will be concerned with an evaluation of requirements in relation to available supplies in specified periods

of time, taking into account damage resulting from attack. Attention will also be given to action which state and local offices of AMS and CSS would take in the periods specified and deficits which would require assistance by USDA at the national level.

3. Reports covering these elements should reach the headquarters level through regular agency channels. Participating agencies should submit at least one copy of each such report to Mr. L. B. Taylor, Chairman, Defense Review Committee, by May 31, 1958. He will arrange through appropriate defense planning committees for coordination of the results of the first phase in readiness for the phase to occur in July. He will provide the USDA Regional Liaison Representatives with summaries of the results of the first phase in a form most useful to them.

4. AMS and CSS will select for testing in the first phase the states, U.S. Territories or possessions, counties or municipalities where the most productive results can be obtained without undue expense. Consideration should be given to areas where state and local civil defense organizations will be most active, although this need not be the sole determining factor.

5. Participating field personnel of AMS and CSS will work together in attempting to develop a pattern of their cooperation with state and local civil defense organizations in advance of the exercise.

6. It is emphasized that designated personnel from AMS and CSS will be participating in the exercise as representatives of the U.S. Department of Agriculture in the field, and not as staff of a civil defense organization.

7. In planning for and carrying out the exercise, AMS and CSS personnel may call on representatives of other USDA agencies for assistance as necessary. This will not involve a large portion of the time of any one person or office.

8. The exercise should demonstrate the ability of USDA to make a significant contribution as an agency to food supply operations at the state and local levels in a post-attack emergency.

C. Responsibilities of the Forest Service

The U. S. Forest Service will issue instructions as necessary to cover field participation in the first phase of Operation Alert 1958 in relation to rural fire control. These instructions will take into consideration the following:

1. Reports of the exercise should be obtained to provide background for use by regional and national levels in the second phase.

2. In the interest of coordination with other activities, the Forest Service should arrange by May 31, 1958 to inform Mr. L. B. Taylor, Chairman, Defense Review Committee and, through him, the USDA Regional Liaison Representatives of the results of the first phase as it relates to rural fire control.

3. Personnel of the Forest Service will participate in local exercises as provided for in state plans prepared by the state rural fire defense committees and local plans prepared by the forest fire control agencies.

D. Other Related Activity

The above provisions deal with the first phase of Operation Alert 1958 at state and local levels. Simultaneously, attack damage will be analyzed at the national level. This national damage analysis is described in Op. Alert 1958 Instruction 2, which deals in more detail with preparation for, as well as participation in, the second phase.

Role of the U. S. Department of Agriculture in Preparing for and Participating in the Second Phase of Operation Alert 1958, July 14-18

I. Objective

In preparing for and participating in the second phase of Operation Alert 1958, July 14-18, the major objective of the U.S. Department of Agriculture will be to analyze results of the first phase conducted at state and local levels and review the damage assessment data developed during May and June at the national level, in order to determine ability to take action which would be required by an attack of the magnitude assumed in the exercise. Emphasis here will be on capability to take action, with an identification of further planning which should be done.

II. Preparation for Activity on July 14-18

For purposes of Operation Alert during the week of July 14, program activity will be confined to food and related non-food materials and manpower, rural fire control, radiation and radioactive fallout on soils, crops and livestock and related products, and necessary support functions. This will require some careful advance preparation.

A. Results of the first phase conducted at state and local levels

1. As a result of the first phase of the exercise, conducted at state and local levels, national headquarters of the Agricultural Marketing Service and Commodity Stabilization Service will receive reports as required in Op. Alert 1958 Instruction 1 and related agency instructions. After these reports are received at the national headquarters of the agencies, one copy of each report will be submitted to Mr. L. B. Taylor, Chairman, Defense Review Committee, by May 31, 1958.

2. As required in Op. Alert 1958 Instruction 1 and related agency instructions, the national office of the Forest Service will obtain reports of results of the first phase at state and local levels. These reports will be analyzed by the Forest Service as a basis for action to be taken at regional and national levels during the week of July 14. In the interest of coordination, it is contemplated that the Forest Service will, by May 31, inform the Chairman of the Defense Review Committee of results of the first phase.

3. Although not active at state and local levels in Operation Alert 1958, the Agricultural Research Service will develop data for use in the second

phase of the exercise at Repoint and at the regional level. These data will relate to the effect of radiation and radioactive fallout on soils, crops, livestock and related food products. ARS will keep the Chairman of the Defense Review Committee advised of the progress of this activity.

B. Damage assessment at the national level

1. In addition to the analysis of reports received from USDA field offices as a result of the first phase of Operation Alert 1958 at state and local levels and any special analyses made by ARS, the USDA will conduct a damage assessment project at the national level, with a view to having all damage evaluation done prior to July 14.

2. Between May 8 and May 31, USDA representatives familiar with problems relating to food, non-food materials and manpower, rural fire control, fallout and related matters, will analyze the effects of the simulated attack, using the attack pattern and data obtained from the National Damage Assessment Center. This work will be done through the USDA Defense Planning Committees. Results of this analysis will be submitted to the National Damage Assessment Center by May 31 for reworking prior to July 14.

C. Coordination of background to be used July 14-18

The Chairman of the Defense Review Committee will arrange for necessary coordination of all reports and data resulting from the first phase in order to provide a systematic basis for action during the week of July 14 at regional and national levels. He will see that necessary information is provided to those who will participate at Repoint, the USDA Regional Liaison Representatives, as well as USDA agencies with representation at regional or area levels. The aim should be to have, prior to July 14 --

1. Nationwide summary of effects of attack, including rural fire and fallout, on food, the food industry and important non-food materials, services and manpower resources, with appropriate geographical breakdown;

2. Nationwide summary of remaining food supplies in relation to requirements, with appropriate geographical breakdown;

3. Identification of problem areas which would require action at national (or regional) levels of USDA;

4. Actions assumed to have been taken or proposed to be taken at state or local levels of USDA in relation to food, rural fires, and their relation to national policy or standby orders.

III. Time Periods During July 14-18

A. Emphasis on July 14 and 15 will be placed on regional activity. In the case of the U.S. Department of Agriculture, this will involve the Regional Liaison Representatives and appropriate members of their staffs working from the various Regional Liaison Headquarters. It may also involve participation by those agencies of USDA which have area or regional responsibilities.

B. Emphasis on July 16, 17 and 18 will be on activity at the national level. During this phase, representatives of the USDA emergency headquarters organization will operate from Repoint.

C. To provide sufficient continuity, each RLR and appropriate members of his staff will remain on duty at least through July 16. At Repoint, a reduced staff will be on duty July 14 and 15.

IV. Activity During July 14-18, Including Staffing Guides

Because the main purpose of the exercise is to develop plans and capability rather than to solve a great number of individual problems, the physical workload will be substantially less at both regional and national levels than it was in Operation Alert 1957. The load is also more widely distributed in time since much of the spade work for the July 14-18 period will be done in May and June. Both of these factors have a bearing on manpower required during July 14-18.

A. Repoint

1. On July 14 and 15 a small cadre will be on duty at Repoint to receive messages from the regions and other points and make certain that all data and interpretations are ready for use by the full exercise staff on July 16.

2. The full exercise staff required on July 16, 17 and 18 will be substantially smaller than the group used at Repoint in Operation Alert 1957.

3. The full exercise staff will proceed to Repoint on July 15 to be ready for work at 8:30 a.m. EST on July 16. The normal work day will be 8:30 a.m. EST to 5:30 p.m. EST on July 16 and 17, and 8:30 a.m. EST to 4:00 p.m. EST on July 18. Communications at Repoint will be manned on a 24 hour basis under schedules and procedures to be established.

4. The full exercise group will represent the various divisions and offices of the emergency food organization as presently planned. Appropriate

support areas will also be represented. An effort will be made to select key personnel since the main emphasis will be on policy matters. Sufficient stenographic and clerical personnel will also be included.

5. The full exercise group, while representing various segments of the emergency organization, will function this time largely through seminars assigned to analyze particular problems as a basis for developing or perfecting plans. Samples of subjects which might be taken up by these seminars include:

Damage effects

Adequacy of methods for developing and reporting damage data on a post-attack period.

Radiation and Radioactive Fallout

Methods for determining effects of radiation and radioactive fallout on soils, crops, livestock and related products.

Food

Appropriate food actions at national level based on needs indicated at state and local levels in the first phase of the exercise, together with identification of deficiencies in existing plans.

Evaluation of activities of USDA agencies at state and local levels with suggestions for improvement.

Appropriate assistance with respect to supporting non-food materials and services and manpower.

Rural Fire

Coordination of actions by various agencies.

Working arrangements with FCDA at various levels.

6. Some of these considerations resulting from the seminars will form a basis for the third or evaluation phase of Operation Alert 1958, to occur in September.

B. Regions

1. Regional Liaison Representatives

a. The RLR himself, his deputy, alternates who represent him at the Office of Defense Mobilization and the Federal Civil Defense Administration regional office, Primary Agency Representatives on his advisory group, communications personnel and sufficient clerical personnel to round out the staff will participate in the exercise in July.

b. This group, excepting alternates who must be at other sites, will report to the Regional Liaison Headquarters at the beginning of business on July 14 to work a regular 8-hour day on July 14, 15 and 16. The work hours will be 8:30 a.m. local standard time to 5:30 p.m. local standard time each day. These hours will also apply to communications except that a little earlier opening and later closing will be provided to take care of any accumulation of messages.

c. Emphasis will be on matters resulting from liaison with ODM and FCDA in the region and Repoint will be informed of developments.

2. Agencies at Regional Level

Commodity Offices in the field, Food Distribution area offices and regional operating staffs of the Forest Service and Agricultural Research Service may, at the discretion of the agencies concerned, be active at appropriate sites July 14-16. The size of participating staffs and programs should be worked out by the agencies concerned, consistent with policies set forth in this instruction.

AMS AGRICULTURAL ECONOMICS DIV
STATISTICAL & HIST RES BR
AGRICULTURAL HISTORIAN
10-3-56
AMS-R1

ACTION BY: Employees Designated To Perform Special Activities
in Phase One of Operation Alert 1958

Operation Alert 1958

I PURPOSE

This Auxiliary and Exhibits A and B attached provide instructions for State Agricultural Statisticians of the Agricultural Estimates Division and those employees of other AMS divisions who have been selected pursuant to Section VI of AMS Instruction No. 107-4, Rev. 2, to work with State Agricultural Statisticians in Phase One of Operation Alert 1958.

II USE OF EXHIBITS A AND B

Exhibits A and B have been prepared jointly by AMS and CSS. Identical copies of these Exhibits are being distributed by the respective agencies to personnel who are to participate in Phase One activities. Exhibit A pertains to attack analysis and is to be used for Phase One activities in both Group I and Group II States. (See Section V B of AMS Instruction No. 107-4, Rev. 2.) Exhibit B pertains to calculations of post-attack food supplies and requirements and is to be used in Group I States only. Exhibit B is being sent to State Agricultural Statisticians in Group II States for information only.

III EXCHANGE OF INSTRUCTIONS

AMS and CSS have agreed to make available to each other an appropriate number of copies of their respective instructions concerning Phase One activities so that participating personnel of both agencies will be fully informed of all instructional material issued.

IV PERSONNEL DESIGNATED TO FUNCTION IN GROUP I STATES

The following personnel have been designated by their respective division directors to participate in Phase One activities in the Group I States:

DISTRIBUTION: A,D and Personnel Designated as
Participants in Phase One

Page 1
4-16-58

(IV)

<u>State</u>	<u>City</u>	<u>State Statistician</u>	<u>Other AMS Participant</u>
ALA	Montgomery	J. C. Garrett 201 Old Post Office Bldg.	Millard L. Garner (CN) 702 Madison Avenue
ARIZ	Phoenix	E. V. Jones 207 Post Office Bldg.	Wade H. Lacy (LS) 5001 E. Washington St.
ARK	Little Rock	Miles McPeck 316 Federal Bldg.	Carl C. Brown (SS) 519 Federal Bldg.
COLO	Denver	Floyd K. Reed 330 U.S. Custom House	Carroll Wells (LS) 403 Livestock Exchange Bldg.
IDAHO	Boise	Clarence E. White 914 Jefferson St., Rm. 203	Wilson Kellogg (FV) 206 State House
ILL	Springfield	J. A. Ewing 218 U.S. Post Office & Court House Bldg.	Harry L. Anderson (FD) 431 Dearborn St., Rm. 926 Chicago 5, Illinois
IOWA	Des Moines	S. J. Gilbert 506 Iowa Bldg.	Edward L. Heiman (LS) 505 Iowa Bldg.
LA	Alexandria	Clarence O. Parker Dept. of Agr. Bldg. 1517 Sixth Street	Luther R. Rone (CN) City Park
MD	College Park	C. N. Guellow 326-329 Agr'l. Bldg. University of Maryland	Wilson K. Kaiser (MR) Washington 25, D. C.
MASS	Boston	C. D. Stevens 1305 Post Office Bldg.	Harry Watling (FV) 408 Atlanta Ave., Rm. 707
MICH	Lansing	C. J. Borum 210 Post Office Bldg.	R. W. Stemwedel (PY) 6th Floor, Lewis Kass Bldg.

(IV)

<u>State</u>	<u>City</u>	<u>State Statistician</u>	<u>Other AMS Participant</u>
N. C.	Raleigh	Henry L. Rasor 207 State Dept. of Agr. Bldg.	Walter L. Brasher (TB) 419 1/2 Fayetteville St.
OHIO	Columbus	J. E. Pallesen 217 Old Federal Bldg.	John Woerner (DA) Hartman Bldg., Rm. 505 79 E. State Street
OREG	Portland	R. B. Hile 306 U. S. Court House	John A. Browning (GR) 345 U. S. Court House
PA	Harrisburg	D. O. Boster 25 South Office Bldg.	Herschel L. Fulmer (FV) 131 South Office Bldg.
S. C.	Columbia	Clifford Sims U. S. Court House 1100 Laurel	Frank C. Bouknight (CN) P. O. Box 5262
TENN	Nashville	S. T. Marsh 554 U. S. Court House	R. D. Wortman (PY) 403 State Office Bldg. State Dept. of Agriculture
UTAH	Salt Lake City	Alton R. Larsen Newhouse Bldg., 10 Exchange	E. Delaney (FD) Terminal Bldg. 222 S. W. Temple Street
VA	Richmond	Thomas L. Stuart 1017 State Office Bldg.	Donald M. Mitchell (SS) Washington 25, D. C.
WIS	Madison	W. H. Ebling 421 South State Capitol	Herbert H. Erdman (DA) 4920 W. Burleigh Street Milwaukee 10, Wisconsin

V CONTACTS BY DESIGNATED PERSONNEL

As soon as possible after receipt of this Auxiliary, the employees designated in Section IV above for each Group I State shall get in touch with each other and agree upon a mutually satisfactory working arrangement for carrying out the requirements of Exhibits A and B to this Auxiliary. As soon as possible thereafter, the respective State Agricultural Statistician shall conclude a similar arrangement with the ASCC Chairman for his State. ASCC personnel are being instructed to contact the appropriate State Civil Defense Directors and notify them of USDA plans for Phase One activities.

VI HOURS OF WORK

It is expected that civil defense officials will be working a 12-hour or longer day on May 6 and 7. AMS employees participating in the exercise are to maintain their regular working hours.

O. V. Wells

O. V. Wells
Administrator

Attachments

(For Operation Alert 1958 Only)

ATTACK DAMAGES TO PRODUCTION OF CROPS AND LIVESTOCK PRODUCTS

PART I. INTRODUCTION - RESPONSIBILITIES FOR REPORTS.

This exhibit requires, for each State, three copies of specified data to be submitted to national headquarters. These data will include approximations of production losses of important crops and livestock products that would result from radioactive fallout after the assumed attack. It is recognized that the procedures outlined in these instructions will, at best, provide only rough approximations of the specified losses of crops and livestock products. Reasonable effort and judgment should be applied in preparing these approximations, but refinement of the data is not expected. In case of an actual emergency, it would be necessary, also, for each ASC county committee to prepare estimates of local food supplies and requirements for use in the State office.

As quickly as possible after these instructions are received, the persons who will participate in the exercise should become thoroughly familiar with the necessary statistical and narrative report requirements. The State ASC office will immediately contact the State Statistician and develop a mutually satisfactory working arrangement for carrying out the provisions of this Exhibit A. In the 20 States, in most of which the State Statistician and the ASC State office are in the same city, the State Statistician will prepare needed county outline maps and other needed data on pre-attack production, at least for all cattle and corn, and, if possible for all crops and livestock listed for the State in Appendix A-1. In all States, as a minimum, the State Statistician will provide the ASC State office with approximations of crop and livestock losses in fallout zones, so that Forms A-1 and A-2 may be completed during the period May 8 to May 31, 1958.

THE TWO ATTACHED FORMS A-1 AND A-2 ARE TO BE COMPLETED AS OUTLINED IN THIS EXHIBIT. THREE COPIES OF EACH OF THESE COMPLETED FORMS FOR EACH OF THE SPECIFIED CROPS AND LIVESTOCK PRODUCTS ARE TO BE FORWARDED THROUGH ASC CHANNELS TO THE DEPUTY ADMINISTRATOR FOR PRODUCTION ADJUSTMENT BY MAY 31, 1958. One set of these will then be sent to the Chairman of the Defense Review Committee, one set to the Director of the Special Services Division of AMS, and the third set will be held in the file of the Deputy Administrator for Production Adjustment.

PART II. PREPARATION OF BASIC DATA.
(To be completed before May 6, 1958.)

All State Statisticians will be prepared by May 6, 1958, to provide information with respect to crop production and number of livestock on farms in accordance with arrangements made with the ASC State office. Where possible, this will include county data on county outline maps of the State. Where time does not permit the assembly of county data and maps by the time needed, the State Statistician will be prepared to assist the ASC State Committee on some other appropriate basis, so that the necessary analyses of fallout effects can be completed when needed. Where maps are used, they will be prepared in the following manner:

Percentage figures will be inserted to show the proportion of the State total in each county. A separate map will be prepared for each crop specified in Appendix A-1 to show the percent of the State production produced in each county. In addition, maps will be prepared for livestock in each State to show percentages of animals on farms in each county, including one map for each of the following: (a) all cattle; (b) milk cows; (c) all hogs; and (d) chickens over four months old. If more recent data are not available, the 1954 census data should be used. Estimates of actual production of livestock products should be used, however, for preparation of these maps where county data are available for a recent year.

PART III. PREPARATION OF A FALLOUT MAP OF THE STATE.

The national map of bomb strikes and fallout will be available to the State Statistician and to the ASC State committee. It will be on a scale of 1:5,000,000, or 78.91 miles to the inch and will show the intensity of fallout in "roentgens" $\frac{1}{\text{hr}}$ per hour at one hour after the burst in each fallout area. The intensity of radioactivity will be shown by contour lines representing intensities of 10, 100, 1,000, 3,000 and 10,000 roentgens per hour at one hour after the detonation (H + 1). These intensities will be indicated by code numbers (Figure A-1). The map will also show lines crossing the fallout intensity contour lines. These lines will indicate the number of hours after the blast when fallout would arrive on the ground. This delay reduces the effects of fallout because of its decay, or the decline in its radioactivity. The hours of delay will be indicated by code numbers on the map and will be used in appraisal of livestock losses in three zones having radiation intensities between 100 r and 1000 r at H + 1. The delay time will not be used in zones having intensities above 1000 r, or below 100 r at H + 1, or for appraisal of crop losses.

1/ For a definition of roentgens, usually referred to as r, and for other information about radioactivity, see the "Weapons Effects" booklet being sent under separate cover.

FIGURE A-1. TYPICAL FALLOUT PATTERN FROM AN ATOMIC EXPLOSION
SHOWING INTENSITY AND DELAY TIME

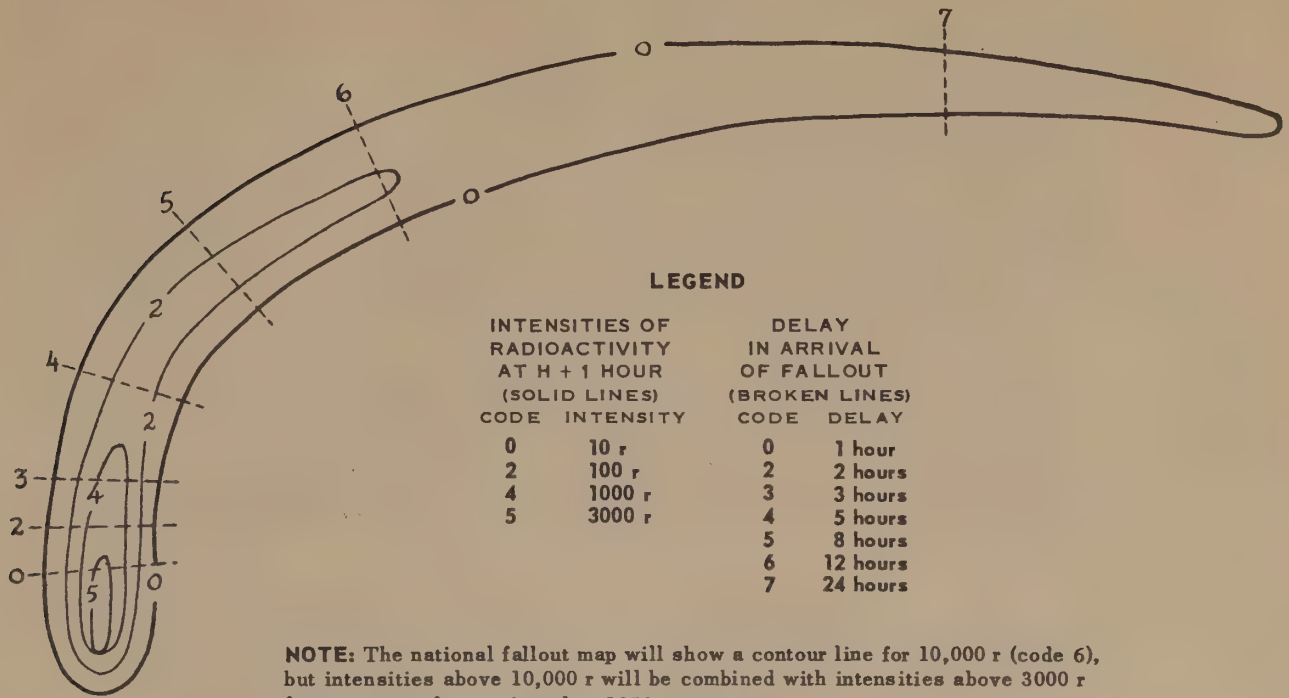
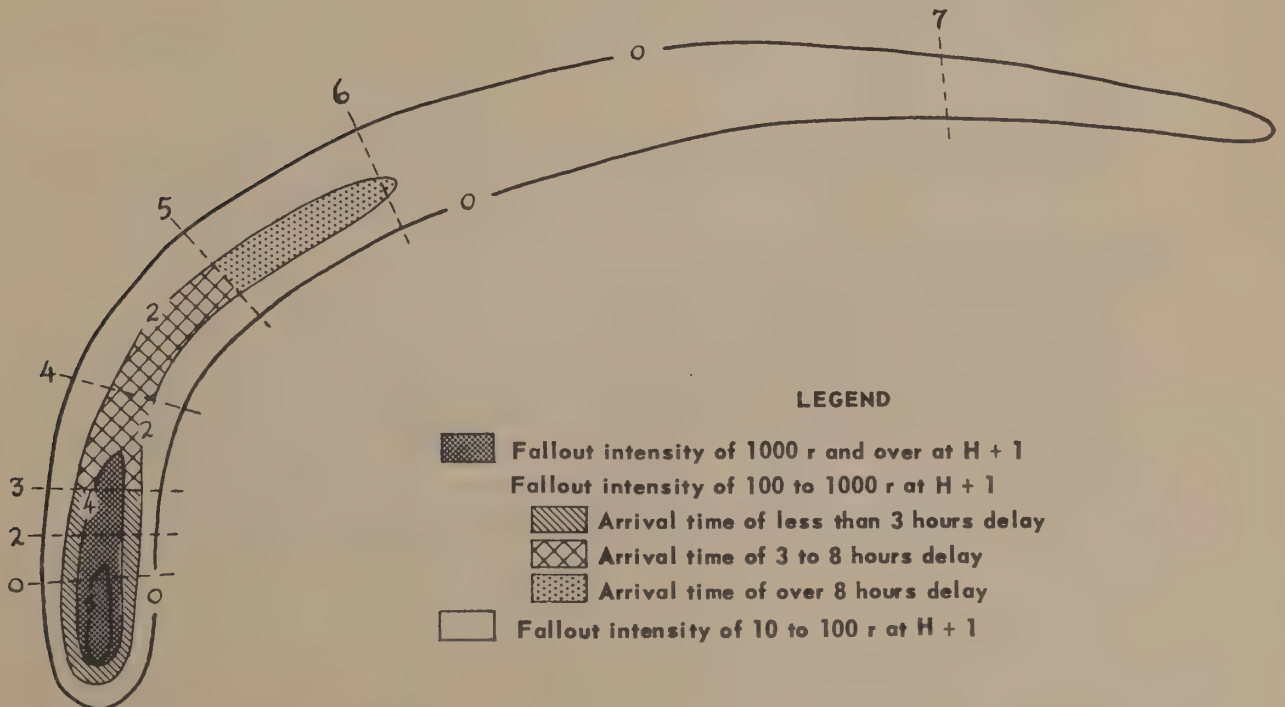


FIGURE A-2. TYPICAL FALLOUT PATTERN SHOWING THE ZONES OF FALLOUT
FOR USE IN ESTIMATING DAMAGES TO LIVESTOCK.



The State Statistician will prepare an overlay map to show the zones of fallout damage in the State. This shall be done as soon as the national map of the fallout pattern is available. The State map used to prepare this overlay will be on the scale used to show the percentages of crop production and numbers of livestock on farms in the counties of the State. The fallout zones in the State should be copied from the national fallout map. This will include four contour lines showing intensities of radioactivity, code numbers 0, 2, 4 and 5, which represent intensities of 10 r, 100 r, 1,000 r and 3,000 r at H $\neq$ 1 hour (Figure A-1). The national map will also show a fallout contour line for 10,000 r at H $\neq$ 1 (Code 6), but all intensities of more than 10,000 r will be included in the zone with intensities above 3,000 r. Only two of the lines for arrival time, code numbers 3 and 5, will be copied. These two lines indicate the numbers of hours (three and eight, respectively) after the detonation when fallout would arrive on the ground. (Figure A-2).

PART IV. APPRAISAL OF LOSSES OF CROP PRODUCTION.

A. Background Information. A nuclear blast would affect crop production and the use of crops in several ways. The most important of these would be:

(a) "Denial time" that would prevent farmers from giving needed attention to crops on account of the danger of radiation to the farmers.

(b) Damage by blast and fire.

(c) Reduced availability of prerequisites, such as insecticides, fertilizers, gasoline, machinery and machinery parts.

(d) Accumulation of dangerous amounts of radiation on or in crops and pastures, either by direct contamination or by absorption of radioactivity.

It is not feasible to provide detailed plans for appraisal of the effects of all of these factors in Operation Alert 1958. Members of the field staffs are urged to utilize available information for preparation of the most complete analysis of damages that seems practicable under the circumstances. The procedures outlined in this instruction in regard to crop losses, however, are limited to the effects of fallout on care of crops on account of "denial time".

It is assumed that farmers and their families would be evacuated temporarily from areas of heavy fallout (over 100 r per hour) but farm workers could return on a part-time basis to do essential work in the fields until full-time reoccupation would be safe. In such areas, some delay in part-time occupancy also would be required following the attack to allow time for partial decay of radioactive fallout. This period of delay is called "denial time" and its length would vary with the radiation intensity. The estimated numbers of days of denial time are shown on Line 4 in Form A-1 for the various zones of radiation intensity. These are rough approximations and are only for damage appraisal in Operation Alert 1958.

B. Instructions for Completing Form A-1.

(To be done during the period May 8 to 31, 1958). The following procedures are for use in preparation of the data to be reported on Form A-1.

Line 1. Assume a State production of the crop for 1958, with no attack, and show the amount in the blank on Line 1 of Form A-1. Use a separate copy of Form A-1 for each crop as specified for the State in Appendix A-1.

Line 2. Determine the total percentage of the crop produced in each of the three levels of fallout intensity with over 100 r per hour at $H \neq 1$ (the zones inside of contour Line 2). This can be done by super-imposing a transparent overlay of fallout intensities on a State map which shows the percent of the crop produced in each county, and computing the sum of the county percentages in each fallout zone, (See Part III). Where a fallout zone includes only part of a county, the percentage of State production in the zone should be approximated for the county. Show the accumulated percentage of State production in each zone on Line 2.

Line 3. Multiply the total production for the State (Line 1) by the percent of the crop produced in each zone (Line 2). Show the resulting estimate of production for each zone on Line 3. This is the estimate of production prior to the assumed attack.

Line 4. The estimated number of days of denial time for farm workers has been approximated and shown on Line 4 for each zone of radiation intensity in which denial time would be significant. It is assumed that farmers will live outside of the zones having radiation intensities higher than 100 r at $H \neq 1$ and that they will work in these fallout zones no more than 50 hours per week.

Line 5. Make a judgment decision regarding the percent loss of production of each crop in each zone (to be entered on Line 2), taking into account the effects of denial time in each fallout zone (as shown on Line 4). Consideration should be given to possible reductions in acreages, as well as declines in yields. This will involve the effects of delayed operations for individual crops, as well as failure to complete some operations for some crops in some States, depending on the stage of the crop at the time of attack on May 6. The percentage loss of production that would result from delay in performing various operations in each zone is to be shown as the entry on Line 5.

Line 6. Multiply the percent loss in production entered on Line 5 by the pre-attack estimate of production in each zone on Line 3. The result is the estimated amount of loss in production of the crop in each fallout zone and is to be shown on Line 6. Determine all zone totals. Add across the amounts on Lines 3 and 6 and enter the totals in the last column.

Line 7. Subtract total loss of production of the crop (entry on Line 6 in the last column) from the pre-attack assumed State production (entry on Line 1) to determine post-attack State production (to be entered on Line 7).

(For Operation Alert 1958 Only)

Form A-1: CROP LOSSES: APPROXIMATION OF FALLOUT
DAMAGE TO PRODUCTION OF _____ a/
(crop)

State of _____

1. Assumed State production in 1958, with no attack _____
(unit)

(Amounts on this form are bales of cotton, tons of hay or thousands
of bushels of other crops)

Item	b/ Data for Fallout Zones (by Intensities)			All Zones
	Above 3000r	1000-3000r	100-1000r	
<u>Pre-attack</u>	:	:	:	:
2. Percent of State Production	:	:	:	:
	:	:	:	xxx
3. Production in zone (Line 1 x Line 2)	:	:	:	:
	:	:	:	:
<u>Post-attack</u>	:	:	:	:
4. Denial time (days)	150	42	7	xxx
	:	:	:	:
5. Percent loss of Production	:	:	:	:
	:	:	:	xxx
6. Amount of loss (Line 5 x Line 3)	:	:	:	:
	:	:	:	:

7. Post-attack production in the State in 1958 _____
(unit)

a/ Insert the name of the crop and use a separate copy of this Form A-1 for
each crop specified for the State in Appendix A-1.

b/ See Figure A-1 and the national fallout map for contour lines delineating
zones.

PART V. APPRAISAL OF LOSSES OF LIVESTOCK AND LIVESTOCK PRODUCTS.

(To be done during the period May 8-31, 1958)

A. Background Information. Losses of livestock and livestock products would be a major problem in areas with substantial amounts of fallout. Some animals would die quickly, others would die later, either from blast or fallout, and some would be too sick to grow properly, or to produce. Also, some of the milk produced, even by apparently healthy cows, would be unsafe for use as fluid milk during at least 30 days following an attack. This would result from the presence of radioactive isotopes, particularly of iodine and strontium. The assumed percentages of animals that would not produce after an attack are provided in Table A-1. These data will be used in Form A-2 for estimating losses from radiation. These approximations have been prepared with consideration of the effects of shelter and assuming a 36-hour dose in each situation, although it is recognized that protection by shelters would vary widely. Longer periods of exposure to radiation and the consumption of contaminated feed and water also would be important causes of livestock losses, but these factors are not to be considered for this analysis.

Table A-1. Assumed Percent of Animals on Farms in Fallout Zones that Would Be Sick or Dead as the Result of Fallout a/

Kind of Animals	: % of Animals in Fallout Zones, by Radiation Intensity				
	: Over 1000r	: 100-1000r (by hrs. of delay time)	: 10r to 100r	: 10r to 100r	: 10r to 100r
	: 0-3 hrs.	: 3-8 hrs.	: Over 8 hrs.	: 100r	: 100r
All cattle, dead	100	65	40	10	0
Milk cows, sick and dead	100	80	65	40	5
All hogs, dead	100	70	50	25	0
Chickens, sick and dead	100	75	60	35	0

a/ Estimates are based on 36-hour dose and effects in 30 days.

Losses of beef and pork are thus assumed to include the total pre-attack estimated production by animals that would be killed in each fallout zone. It is assumed also that sick cows and hens would not produce milk and eggs, and that milk produced even by healthy cows would be unsafe to use during the first 30 days of a post-attack period, except that milk produced in the first 30 days in the area with 10 to 100 roentgens at H + 1 hour could be used in manufactured dairy products and these would be safe for human consumption after about 15 days following manufacture. This change in safety would result from decay of radioactivity in the manufactured products. Animals that might be killed or injured by blasts are disregarded because it is assumed that these losses would duplicate losses by fallout.

B. Instructions for Completing Form A-2. (To be done during the period May 8-31, 1958.) The following procedures are for use in preparation of Form A-2, a separate table being prepared for each of the four livestock products.

Line 1. Insert on line 1 the assumed production of beef, pork, milk or eggs in the State, without attack, for May 1958, and for June and July, combined. Each State will prepare these amounts in the most practicable manner. In the absence of a more acceptable method, the following procedure may be used:

For production of beef or pork in 30 days, use the live weight of all cattle or all hogs produced in the State during 1957, multiply by the approximate dressing yield, and divide by 12.

For production of milk in 30 days, use the production of all milk in May 1957, with adjustments for differences that are apparent this year as compared to 1957. For States not having monthly production data, the estimated daily production per cow may be multiplied by the number of cows in the State and this product multiplied by 30.

For egg production in 30 days, use the egg production in May 1957 with adjustments for any estimated differences in 1958, compared to 1957.

The assumptions for pre-attack meat production in the next 60 days (June and July) may be taken as twice the 30-day production if no better information is available. The 60-day estimates for milk and eggs should be based on production in corresponding months of 1957, with adjustments for known changes.

Line 2. Determine the percentage of the State's total animals that are on farms in each fallout zone (Figure A-2). This can be done by superimposing the transparent overlay of fallout zones over the State map which shows the percentage of animals in each county, and computing the sum of the county percentages in each zone. Where a zone includes only part of a county, the percentage in the zone should be approximated for the county. Show the accumulated percentage of the State total in each zone on line 2 of Form A-2. The percentage of all cattle and all hogs in each zone are assumed to measure the proportion of beef and pork produced in each zone, respectively. Likewise, the percentage of milk cows is for estimating milk production, and the percentage of chickens over four months of age provides the basis for estimating egg production in each zone.

Line 3. Show on Line 3 the pre-attack estimates of carcass weight of beef, pork (excluding lard), the hundredweights of all milk and the dozens of eggs that would be produced in the 30-day period (May) in each zone. This pre-attack estimate of production in each zone will be determined by multiplying

each percentage on Line 2 by the appropriate figure for State production in 30 days on Line 1.

Line 4. Show the pre-attack estimate of production of the product in each zone for the 60 days following the first 30 days. These estimates will be calculated by multiplying the percentages on Line 2 by the estimated State production in 60 days on Line 1.

Line 5. Data on Line 5 are to be taken from Table A-1 for the product being analyzed.

Line 6. Show for the first 30 days the estimated loss of production of carcass beef, pork (excluding lard), milk and eggs in each zone. It is to be assumed that this loss of beef, pork and eggs (but not milk) would be the products of the percentages on Line 5 and the appropriate production estimates on Line 3. Losses of milk in the first 30 days are assumed to be 100% of production, or the amounts on Line 3.

Line 7. Losses of production in the next 60 days following the first 30 days after an attack will be the percentage on Line 5 multiplied by the total zone production in 60 days on Line 4.

Determine totals for all zones - Add across the amounts for all zones on Lines 3, 4, 6 and 7, and enter the totals in the last column.

Line 8. Show on Line 8 the estimated post-attack production in the State in the first 30 days, the next 60 days and the total for 90 days after the assumed attack. This may be determined for the 30-day period by deducting the loss in the last column on Line 6 from the pre-attack estimate of production in 30 days on Line 1. Similarly, the estimated post-attack production for the following 60 days may be determined by deducting attack losses on Line 7 from the pre-attack estimate of production in 60 days on Line 1. The estimated post-attack production in 90 days is the sum of amounts for the 30 days and the 60 days.

STATE _____

(For Operation Alert 1958 Only)

Form A-2. LIVESTOCK LOSSES: APPROXIMATION OF FALLOUT DAMAGE TO PRODUCTION OF _____ a/
(Product)

Unit Used to Measure Production _____

(1) Assumed production in the State beginning May 1, 1958, without attack:

Live weight in 30 days _____; next 60 days _____. b/

Product weight in 30 days _____; next 60 days _____. c/

(Amounts on this form are thousands of pounds of animals and meat, thousands of cwt. of milk
or thousands of dozens of eggs)

Pre-Attack	:	Data for Fallout Zones (by Radiation Intensities) d/:	:	All
and	:	: 100-1000r : (by hours of delay time)	:	Zones
Post-Attack Items	:	Over 1000 r: 0-3 hrs. : 3-8 hrs. : Over 8 hrs.	:	Total
Pre-Attack Production	:	:	:	:
(2) Percent of State total	:	:	:	XXX
(3) In 30 days	:	:	:	:
(4) Next 60 days	:	:	:	:
Attack Effects	:	:	:	:
(5) Percent sick and/or	:	:	:	:
dead (From Table A-1)	:	:	:	XXX
Production Loss	:	:	:	:
(6) In 30 days	:	:	:	:
(7) Next 60 days	:	:	:	:

(8) Post-attack production in the State in 30 days _____; next 60 days _____; 90 days _____.

a/ Insert the name of the product (carcass beef, pork, milk or eggs) and use a separate copy of this table for each product.

b/ Live weight should be shown for all cattle and all hogs, only.

c/ Product weight of carcass beef, pork (excluding lard), milk or dozens of eggs.

d/ See Figure A-2 and Part II of this exhibit for explanations.

Appendix A-1. OPERATION ALERT - 1958: DESIGNATED COMMODITIES AND STATES
(An X Indicates a Commodity to be Studied Pursuant to Exhibit A)

State	:Corn:	All : Soy	:Barley:	All:Cotton:	All :Milk:	All hogs:	4 mo.old:	no. of	:Chickens:	Total
:	:Wheat:	Beans:	: hay:	:cattle:	cows:	and pigs:	and over:	items		
Me.	x	x		x	x	x	x	x	7	
N. H.	x			x	x	x	x	x	6	
Vt.	x			x	x	x	x	x	6	
Mass.	x			x	x	x	x	x	6	
R. I.	x			x	x	x	x	x	6	
Conn.	x			x	x	x	x	x	6	
N. Y.	x	x	x	x	x	x	x	x	8	
N. J.	x	x	x	x	x	x	x	x	8	
Pa.	x	x		x	x	x	x	x	8	
Ohio	x	x	x	x	x	x	x	x	8	
Ind.	x	x	x	x	x	x	x	x	8	
Ill.	x	x	x	x	x	x	x	x	8	
Mich.	x	x	x	x	x	x	x	x	8	
Wis.	x	x		x	x	x	x	x	8	
Minn.	x	x	x	x	x	x	x	x	8	
Iowa	x	x	x	x	x	x	x	x	8	
Mo.	x	x	x	x	x	x	x	x	8	
N. Dak.	x	x		x	x	x	x	x	8	
S. Dak.	x	x		x	x	x	x	x	8	
Nebr.	x	x		x	x	x	x	x	8	
Kans.	x	x		x	x	x	x	x	8	
Del.	x	x	x	x	x	x	x	x	8	
Md.	x	x	x	x	x	x	x	x	8	
Va.	x	x	x	x	x	x	x	x	8	
W. Va.	x	x		x	x	x	x	x	7	
N. C.	x	x	x		x	x	x	x	8	
S. C.	x	x	x		x	x	x	x	8	
Ga.	x	x		x	x	x	x	x	8	
Fla.	x	x	x		x	x	x	x	8	
Ky.	x	x	x	x	x	x	x	x	8	
Tenn.	x	x	x		x	x	x	x	8	
Ala.	x	x		x	x	x	x	x	8	
Miss.	x	x	x		x	x	x	x	8	
Ark.	x	x	x		x	x	x	x	8	
La.	x	x		x	x	x	x	x	8	
Okla.	x	x		x	x	x	x	x	8	
Texas	x	x		x	x	x	x	x	8	
Mont.	x	x		x	x	x	x	x	8	
Idaho	x	x		x	x	x	x	x	8	
Wyo.	x	x		x	x	x	x	x	8	
Colo.	x	x		x	x	x	x	x	8	
N. Mex.	x	x			x	x	x	x	7	
Ariz.	x	x		x	x	x	x	x	8	
Utah	x	x		x	x	x	x	x	8	
Nev.	x	x		x	x	x	x	x	7	
Wash.	x	x		x	x	x	x	x	8	
Oreg.	x	x		x	x	x	x	x	8	
Calif.	x	x		x	x	x	x	x	8	

Incl. C.E.M. April 1958

(For Operation Alert 1958 Only)

STATE FOOD SUPPLY AND REQUIREMENTS ANALYSIS
(For 20 Selected States)

PART I. INTRODUCTION.

A. Scope and Report. State food supply and requirements summaries for use in the 1958 Operation Alert exercise are to be prepared as outlined in this exhibit for the following 20 States ONLY:

Alabama	Louisiana	Pennsylvania
Arizona	Maryland	South Carolina
Arkansas	Massachusetts	Tennessee
Colorado	Michigan	Utah
Idaho	North Carolina	Virginia
Illinois	Ohio	Wisconsin
Iowa	Oregon	

As quickly as possible after these instructions are received, personnel who will participate in the exercise should become thoroughly familiar with the necessary statistical and narrative report requirements. The ASC State office will immediately contact the State Statistician and develop a mutually satisfactory working arrangement for carrying out the provisions of this exhibit.

THE TWO ATTACHED FORMS B-1 AND B-2 ARE TO BE COMPLETED AS OUTLINED IN THIS EXHIBIT WITH A SEPARATE COPY OF FORM B-2 COMPLETED FOR BOTH THE 30 DAY PERIOD AND THE 90 DAY PERIOD FOLLOWING THE ASSUMED ATTACK. THREE COPIES OF EACH OF THESE COMPLETED FORMS ARE TO BE FORWARDED THROUGH ASC CHANNELS TO THE DEPUTY ADMINISTRATOR FOR PRODUCTION ADJUSTMENT BY MAY 31, 1958. One set will be distributed to the Chairman of the Defense Review Committee, another set to the Director of the Special Services Division of AMS, and the third copy retained for the Deputy Administrator Production Adjustment file.

B. Background Information. An uncontaminated supply of consumable food will be one of the primary requirements following a nuclear blast. Some of the more important factors contributing to contamination and loss are:

1. Damage by blast and fire.
2. Restricted use resulting from radiation and fallout.
3. Contamination and spoilage of food stocks.

Instead of considering all of the above factors, it will be assumed for the purpose of the 1958 Operation Alert exercise that a close relationship exists between the distribution of population and consumable food supplies. Therefore, it is assumed that about the same proportion of consumable food supplies will be destroyed from the attack as population lost from bomb blast.

It is recognized that the methods suggested in these instructions will, at best, provide very rough approximations of the true situation. These techniques are designed primarily for the purpose of minimizing work and economizing resources in the State office, and should be used for the 1958 Operation Alert exercise only. Reasonable effort and judgment should be applied in preparing these approximations, but refinement of the data is not expected. In case of an actual emergency, it would be necessary for each ASC county committee to prepare estimates of food supplies and requirements for use in the State office.

PART II. INSTRUCTIONS FOR COMPLETING REPORT FORM B-1.
(To be completed before May 6, 1958)

The major job to be completed during the pre-attack phase will be to prepare a rough estimate of consumable food stocks in commercial channels as indicated in Form B-1. These estimates will show the food stocks (a) normally in wholesale and retail channels within the State, and those stocks (b) normally held by processors, cold storage warehouses and other establishments that do not ordinarily get into State distribution channels. Reasonable care should be taken to avoid duplication in the food stock estimates prepared for these two distributive groups, such as wholesale distributor stocks in refrigerated warehouses for local distribution.

All units entered in Form B-1 must be in net pounds of consumable food, excluding containers. Do not include such raw food supplies as grain stocks or other crop and livestock items that require further processing before they can be sold to consumers.

The following suggestions are proposed for completing each column of Form B-1:

Column 1. Use the list in Appendix B-1 to combine the more common food items into the 16 food subgroups in Column 1 of Form B-1.

Column 2. These data are based on the average per capita consumption of food in the United States in retail weight for the year 1956. The annual per capita averages were divided by 365 days to obtain the average daily consumption per person.

Column 3. Data in this column are to be obtained from discussions with trade sources and food distribution specialists for each food group. State associations representing wholesale and retail distributors and restaurant operators can be of assistance in determining the average number of days food supply normally maintained by their members. Any contact with these representatives should include the explanation that all requested data are for use in the civil defense test. Under no circumstances are survey forms to be used for public inquiry. In combining these estimates to determine the average number days inventory for the State, consideration should be given to the relative volume to obtain a reasonable average for each food group. A partial list of the average number of days food supply maintained by a typical super market operation follows:

<u>Food Subgroup</u>	<u>Average Number Days Supply a/</u>
Meats, fresh, frozen & proc.	5.1
Vegetable fats and oils	19.3
Flour and cereals	20.6
Bakery products	2.6
Fruits, fresh, canned & frozen	8.0
Vegetables, fresh, canned & frozen	6.4
Sugar, all types	11.8
Syrup, and other sweets	30.8

a/ Calculated from Page S - 23 of the Progressive Grocer, February, 1958.

In addition to the above estimates, most establishments normally maintain approximately two days supply of fluid milk, 30 days supply of flour and about 1.7 days supply of finished bakery products. All of the above data, however, are gross averages and should be used only as guides in preparing the State data.

Column 4. Entries in Column 2 multiplied by Column 3.

Column 5. Obtain the July 1, 1957 pre-attack population for your State from Column 2 of Appendix B-2 and enter it in the heading of Form B-1. Multiply this population figure by the estimated food supply per person in Column 4 of Form B-1 and enter the product in Column 5.

Column 6. Enter the estimated inventory of food stocks held by processors, cold storage warehouses and other establishments that would not be a part of the State food stocks counted as available in wholesale and retail establishments. The State Statistician will have part of the basic data required to complete this column. Additional information can be obtained from the State Canner's Association, and from other sources outlined above for Column 3, provided they do not duplicate entries in this column.

Column 7. Enter the sum of Column 5 and Column 6 to show the total pre-attack food stocks in the State.

Column 8. Do not complete this column until the assumed post-attack percentage of the State's population killed from bomb blast can be provided as indicated in Column 4 of Appendix B-2. When this percentage is received, multiply each of the pre-attack entries in Column 7 by it and enter the product as the adjusted post-attack food stocks in Column 8.

PART III. INSTRUCTIONS FOR COMPLETING REPORT FORM B-2.

(To be completed during the period May 8 to May 31, 1958)

During this post-attack period, the ASC State office and the State Statistician shall continue to work as a team in completing Form B-2 to show the post-attack food supply and requirements for the State. Separate reports on this form will be completed for (a) the first 30 day period and for (b) the first 90 day period following the assumed attack. Form B-2 is designed for use in combining the estimated net pounds of consumable food supplies at the beginning of the emergency period with the expected production and processing of food supplies during the two assumed post-attack periods.

A blank space is provided at the heading of Form B-2 for entering the number of survivors to be fed. Obtain the State population survivor figure from Column 5 of Appendix B-2 when the remaining data for this column are available. The number of man-days food requirements should then be computed for the State as indicated on Form B-2, and the remaining entries completed as follows:

Column 2. Transfer the entries for this column from Column 8 of Form B-1.

Column 3. Enter the net pounds of consumable food production and processing for each of the 16 food subgroups during the 30 day and the 90 day period following the assumed attack.

The production of beef, pork, fluid milk and eggs during these two periods will be obtained directly from the various copies of Form A-2 of Exhibit A for the post-attack period.

Production and processing assumptions for the remaining consumable food supplies required in Column 3 will be made primarily on the basis of judgment. The general principle will be to prepare an assumption of the normal State output for the period under consideration, assuming no attack, and apply an adjustment to correct for loss of food supplies expected from the assumed attack. These post-attack assumptions should reflect the rates of initial output and the changes in possible output after the time of attack.

In preparing the pre-attack output assumptions for the May (30 day) and the May through July (90 day) periods, part of the required data will be available to the State Statistician. Additional production and processing data may be obtained from Federal and State planning agencies, the State Chamber of Commerce, the banking system and State trade associations. All of these contacts should include an explanation that the requested data are for use in the civil defense test and no survey forms are to be used for public inquiry. In adjusting for post-attack losses, the same fixed percentage may be used as that applied in determining Column 8 of Form B-1 if no better data are available.

Column 4. Enter the sum of entries in Columns 2 and 3.

Column 5. These factors convert pounds of food shown in Column 4 to man-days of food supply in Column 6 on the basis of about 2,200 calories per man-day. This is the official calorie level being used for the exercise.

Column 6. Enter the product of Column 4 multiplied by Column 5.

A summary of State data in Form B-2 will be made on Lines "A" through "D" at the bottom of the table.

Line "A". Enter the sum of man-days food supply entries in Column 6.

Line "B". Determine the number of man-days post-attack food supply in households by assuming an average of 10 days supply per surviving person in the State. Obtain the pre-attack State

population from Column 2 of Appendix B-2, and subtract the total population of all cities and towns in the State destroyed or damaged by bomb blast as indicated in the "Official 1958 Operation Alert Packet". Multiply the remaining State population by 10 and enter the product as man-days household food supply in Line B.

Line "C". Add Lines "A" and "B" to determine the total man-days of post-attack food supply.

Line "D". Subtract the total food requirements listed in the heading of Form B-2 from the total man-days supply on Line "C" and enter the difference on Line "D". Indicate the number of man-days food supply in the State that is over or short of the estimated requirements for both the 30 day period and the 90 day period following the assumed attack. Show minus quantities in parenthesis.

STATE _____

(USE FOR 1958 OPERATION ALERT ONLY)

FORM B-1, ESTIMATING POST-ATTACK COMMERCIAL FOOD STOCKS IN THE STATE
Total Pre-Attack Population in the State _____

Food Group and Subgroup	Wholesale and Retail Stocks				Processor's	Total	Adjusted
	Average	Average	Estimated	Total	and other	Pre-Attack	Post-
	Daily	Number	Supply	Food	Storage	Food	Attack
	Consump-	Days Sup-	per	Stocks	Stocks in	Stocks in	Food Stocks
	tion per	ply in	Person	Available	the State	the State	Available
	Person	Inventory	(Cols.2 x 3)	(Col.4 x Pop.)		(Col.5/Col.6)	
	(pounds)	(days)	(pounds)	(1,000 lbs.)	(1,000 lbs.)	(1,000 lbs.)	(1,000 lbs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
<u>Meat and Protein Substitutes:</u>							
Meats, fresh, frozen & proc.	.38						
Poultry, eggs & seafood	.24						
Dry beans and nuts	.04						
<u>Milk Group:</u>							
Fluid milk	.94						
Dry milk and cheese	.05						
Evaporated and condensed milk	.11						
<u>Food Fats and Oils:</u>							
Butter and margarine	.05						
Other fats and oils	.14						
<u>Grain Products:</u>							
Flour and cereals	.41						
Bakery Products <u>a/</u>	xx	xx					
<u>Fruits and Vegetables:</u>							
Fruits, fresh, canned & frozen	.40						
Vegetables, fresh, cnd. & froz.	.46						
Potatoes, white and sweet	.27						
Dried and concentrated (f.&v.)	.05						
<u>Sugar and Sweets:</u>							
Sugar, all types	.25						
Syrup, and other sweets	.05						
State Total, all groups	xx	xx	xx				

a/ Estimate at 1.7 pounds per person in Col. 4

STATE _____

(Use For 1958 Operation Alert Only)

Form B-2. ESTIMATED POST-ATTACK FOOD SUPPLIES AND REQUIREMENTS

Period From _____ To _____

Food Requirements: _____ number people to be fed x _____ days in period _____ man-days requirements.

Food Group and Sub-Group	Post-Attack Status of Commercial Food Supplies During Assumed Emergency Period				
	:Beginning In-:	Supply	:Total Food Sup-:	Conversion :	Total
	: ventory of :	During	:plies Available:	Equivalents to:	Food Supply
	: Food Stocks:	Period	: (Col. 2 $\times$ 3) :	Man-Days :	(Col. 4 x 5)
	:(1000 lbs.) :	(1000 lbs.)	:(1000 lbs.) :	(Factor)	(1000 Man-Days)
(1)	(2)	(3)	(4)	(5)	(6)
<u>Meat and Meat Substitutes</u>	:	:	:	:	:
Meats, fresh, frozen & proc.	:	:	:	.51	:
Poultry, eggs and seafood	:	:	:	.30	:
Dry Beans and nuts	:	:	:	.73	:
<u>Milk Group</u>	:	:	:	:	:
Fluid milk	:	:	:	.14	:
Dry milk and cheese	:	:	:	.77	:
Evaporated and cond. milk	:	:	:	.28	:
<u>Foods, Fats and Oils</u>	:	:	:	:	:
Butter and margarine	:	:	:	1.48	:
Other fats and oils	:	:	:	1.84	:
<u>Grain Products</u>	:	:	:	:	:
Flour and cereals	:	:	:	.77	:
Bakery products	:	:	:	.59	:
<u>Fruits and Vegetables</u>	:	:	:	:	:
Fruits, fresh, canned & frozen	:	:	:	.11	:
Vegetables, fresh, cnd. & frozen	:	:	:	.06	:
Potatoes, white and sweet	:	:	:	.14	:
Dried & concentrated (f.&v.)	:	:	:	.45	:
<u>Sugar and Sweets</u>	:	:	:	:	:
Sugar, all types	:	:	:	.79	:
Syrup and other sweets	:	:	:	.43	:

Line A. Total man-day's food supply for all groups (except households) - - - - -

Line B. Estimated man-day's post-attack supply in households.- - - - -

Line C. State total man-day's post-attack food supply available - - - - -

Line D. State total supply minus total food requirements (listed above)- - - - -

Appendix B-1. SUGGESTED DISTRIBUTION OF FOODS TO FOOD GROUPS AND SUBGROUPS

A. Meat and Meat Substitutes.

1. Meats, fresh, frozen & proc.
Beef, fresh and frozen
Pork, fresh and frozen
Veal and lamb
Canned meats
Cured meats
Frankfurters and bologna
Other lunch meats and sausage
Other meats
2. Poultry, eggs and seafoods
Poultry, fresh, canned & frozen
Eggs, fresh
Seafoods, fresh, canned & frozen
3. Dry beans and nuts
Dry beans
Nuts (shelled equiv.)
Peanut butter

B. Milk Group.

4. Fluid milk
Milk for fluid consumption
Cream
Buttermilk
5. Dry milk and cheese
Dry milk
Cheese, processed and fresh
6. Evaporated & cond. milk
Evaporated milk
Condensed milk
Ice cream

C. Food Fats and Oils.

7. Butter & margarine
Butter
Margarine
8. Other fats and oils
Lard
Shortening
Salad dressing
Vegetable oils

D. Grain Products.

9. Flour and cereals
Mixes, cake, biscuit, etc.
Biscuits, frozen
Corn meal
Cereals & breakfast foods
Macaroni, spaghetti & noodles
Rice and hominy
Other grain products
10. Bakery products ^{a/}

E. Fruits and Vegetables.

11. Fruits, fresh, cnd. & frozen
Fresh citrus fruits
Fresh fruits, other
Canned fruits & juices
Frozen fruits & juices
Olives and other
12. Vegetables, fresh, cnd. & frozen
Fresh vegetables
Canned vegetables
Frozen vegetables
Juice and tomato products
Pickles and relish
13. Potatoes, white & sweet
White potatoes
Sweet potatoes
Potato chips
14. Dried and concentrated (f.&v.)
Prunes and raisins
Other dried fruits
Dried vegetables
Canned & dehydrated soups

F. Sugar and Sweets.

15. Sugar, all types
Granulated
Confectioners
Brown
Loaf
16. Syrup and other sweets
Cocoa and chocolate
Confections
Syrups, and honey
Molasses, edible
Jams, jellies & preserves

a/ The normal inventory of bakery products may be estimated at 1.7 pounds per person. Do not estimate production because the flour and other raw materials are included in the initial inventory.

Appendix B-2. DISTRIBUTION OF PRE-ATTACK AND ASSUMED POST-ATTACK
POPULATION FOR 20 SELECTED STATES.

State	Pre-Attack Civilian:	Assumed Post-Attack Situation		
	Population	Killed	Percent	Surviving
	July 1, 1957	from	Killed	Population
	(1,000)	Bomb Blast	from Blast	to be Fed
(1)	(2)	(3)	(4)	(5)
Mass.	4,810			
Pa.	11,020			
Ohio	9,180			
Ill.	9,585			
Mich.	7,788			
Wis.	3,857			
Iowa	2,796			
Md.	2,827			
Va.	3,638			
N. C.	4,417			
S. C.	2,308			
Tenn.	3,443			
Ala.	3,126			
Ark.	1,744			
La.	3,027			
Idaho	636			
Colo.	1,632			
Ariz.	1,111			
Utah	847			
Oreg.	1,764			
Continental U.S.	168,406			

(A completed copy of this table showing entries in Columns 3, 4 and 5 will be provided each State as soon as the information is available.)

FOR INFORMATION OF: Employees Designated to Perform Special Activities
in Phase One of Operation Alert 1958

Operation Alert 1958

I PURPOSE

Informational material of a background or complementary nature for Operation Alert 1958 will be transmitted to designated participants in Supplements to the pertinent Auxiliary of AMS Instruction No. 107-4, Rev. 2. This Supplement to Auxiliary 1 transmits informational material as indicated below.

II STANDARDS FOR OPERATION ALERT 1958

The attached "Standards for Operation Alert 1958 - Attack Phase," were issued jointly by the Office of Defense Mobilization and the Federal Civil Defense Administration. These Standards are for use by the State Agricultural Statisticians of the Agricultural Estimates Division and those employees of other AMS divisions who have been selected pursuant to Section VI of AMS Instruction No. 107-4, Rev. 2, to work with the State Agricultural Statistician in Phase One of Operation Alert 1958. (NOTE: Other persons who receive copies of this Supplement without a copy of the Standards attached will receive or have access to these Standards from other sources.)

State Agricultural Statisticians and the other selected personnel should become familiar with the Food Sections of the Standards. These Sections are to be found on pages A-6 through A-8 of Appendix 1 to Annex A of the Standards and pages J-1 through J-16 of Annex J of the Standards.

III NOTICE EO-3

Also attached is "Notice EO-3," issued by CSS to State Agricultural Stabilization Committees concerning Phase One activities. This Notice

AMS INSTRUCTION No. 107-4

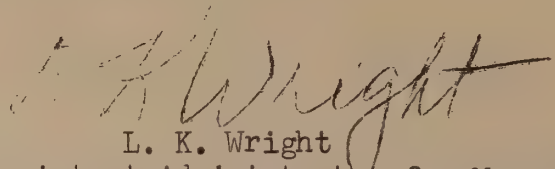
Rev. 2

AUX 1

Supplement 1

(III)

is provided in accordance with the agreement between AMS and CSS on the exchange of instructions (Section III of Auxiliary 1 to AMS Instruction No. 107-4, Rev. 2).

A handwritten signature in dark ink, appearing to read "L. K. Wright". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

L. K. Wright
Acting Assistant Administrator for Management

Attachments

ACTION BY: ASC State Committees (except Insular)

DEFENSE EXERCISE - OPERATION ALERT 1958

APPROVED


Deputy Administrator, Production Adjustment

1. GENERAL.

This notice outlines plans for ASC State committee and office participation in the nationwide defense exercise (Operation Alert 1958) which will begin May 6, 1958. It describes the administrative plans for the exercise at the State level, and provides two exhibits covering the technical details and reports required to complete the exercise. Additional information providing background for the exercise will be sent to each ASC State office under separate cover. For example, each ASC State office will be furnished a copy of the Standards for Operation Alert 1958 issued jointly by the Office of Defense Mobilization and the Federal Civil Defense Administration. Each ASC State office will also receive a sealed "Official 1958 Operation Alert Packet" WHICH SHALL NOT BE OPENED UNTIL MAY 8, 1958, or as soon thereafter as it may be received. This packet will contain the fallout map, a list of assumed attach areas, bomb size and strike data and other information required to complete the exercise as described in the two exhibits. Information regarding the simulated effects of such an attack on population will be transmitted as it becomes available.

2. DESCRIPTION OF THE EXERCISE.

The assumed attack phase of a nationwide defense exercise will begin on May 6, 1958. This phase will be conducted in all States and in many local areas throughout the country to test ability to meet the problems that would arise from a major attack on this country. On the basis of this simulated attach pattern, the ASC State office and AMS State Statistician will cooperate in analyzing the estimated damages to selected crops and livestock items and in determining the effects on food supplies and requirements in selected States. The results of these analyses will be used in two additional

Initiated by: Office of
Deputy Administrator,
Production Adjustment
Agri-Wash

Distribution: AA;
10 copies each
State Office, 5
copies each
Insular Office

Page 1

4-14-58

DEFENSE EXERCISE - OPERATION ALERT 1958

phases of the exercise at regional and national headquarters for the purpose of reviewing the findings of the attack phase and to determine the national readiness.

3. COORDINATION.

A. With AMS State Statistician. A representative of the ASC State office should contact the State Statistician prior to May 6 in order to plan the best means of cooperation to carry out the joint assignments outlined in this instruction, attached Exhibits A and B, and the AMS instruction also attached.

B. With State Civil Defense Organization. Also prior to May 6, 1958, a representative of the ASC State office shall contact and advise the State civil defense director that certain USDA personnel in the State will be available as representatives of the USDA to assist with problems relating to food. At the time of this contact, it shall be emphasized that USDA personnel will cooperate with the civil defense organization, but they are not to become a part of the civil defense organization. Following an attack, as in the planned exercise, USDA employees will be responsible to their regular national organizations, and directions for operations will be sent to them through the regular channels.

C. Familiarity With Operation Alert Materials. Before the ASC State office representative makes his contact with the State civil defense director, he should be thoroughly familiar with the various instructional and guidance materials which he has received relating to Operation Alert 1958. He should, for example, be thoroughly familiar with provisions of the food section of Appendix 1 to Annex A of the Joint Standards for Operation Alert 1958 which were issued by the Office of Defense Mobilization and the Federal Civil Defense Administration (pp. A-6 through A-8). Hypothetical actions assumed to be taken by USDA in the immediate post-attack period will be consistent with these provisions.

4. PARTICIPATION DURING THE ATTACK PERIOD.

ASC participation in the exercise during the attack period on May 6 and 7 will be generally limited to (a) participating in any evacuation drills or other general plans sponsored by the local civil defense organization, and (b) providing the State civil defense organization with any general guidance it may request relative to food problems. It should be noted that any ASC participation during May 6 and 7 will be on the basis of the regular eight-hour work day.

DEFENSE EXERCISE - OPERATION ALERT 1958

5. QUANTITATIVE ANALYSES AND REPORTS.

Each ASC State office shall cooperate with the State Statistician in preparing an appraisal of damages to crops, livestock and livestock products from the assumed attack pattern, using the procedure outlined in Exhibit A to this memorandum. For the 20 States listed in the introduction to Exhibit B, representatives of each ASC State office and the office of the State Statistician shall work jointly as a team in completing the State food supply and requirements analysis as outlined in Exhibit B. In the remaining unlisted States the provisions of Exhibit B are to be used for informational purposes only and not as a basis for action during the 1958 Operation Alert exercise. Reports will be submitted by May 31, 1958, in accordance with the provisions of Exhibits A and B, using Forms A-1, A-2, B-1 and B-2. Sufficient copies of these forms will be supplied for use during the exercises.

6. NARRATIVE REPORT.

In addition to the reports required by Exhibits A and B, each ASC State office will submit by May 31, 1958, three copies of a narrative statement to the Deputy Administrator for Production Adjustment. The Deputy Administrator for Production Adjustment will submit one of these copies to the Chairman of the Defense Review Committee and one to the Director of the Special Services Division, AMS. In addition to any comments and suggestions the State office may desire to submit, this narrative report should cover briefly the following:

- (a) Extent of participation by USDA personnel in the State;
- (b) An estimate of man-hours expended and costs for items which would not have been incurred except for the exercise;
- (c) The assistance requested by State civil defense authorities and the help provided them;
- (d) The estimated damage to the ASC office and personnel as a result of the assumed attack;
- (e) The necessary actions which would be required to assure an emergency food supply in the State;
- (f) The problems incurred in appraising damages to livestock, crops and consumable food supplies; and
- (g) Ideas for improvement.

The above report will be in addition to the narrative report required from ASC State offices in EO - 2, which will be based on county office narrative reports of participation.

* * *

FOR INFORMATION OF: Employees Designated to Perform Special Activities
in Phase One of Operation Alert 1958

Operation Alert 1958

I PURPOSE

Supplement 2 to Auxiliary 1 of AMS Instruction No. 107-4, Rev. 2, transmits to State Agricultural Statisticians the sealed "Official 1958 Operation Alert Packet" containing attack intelligence.

II CONTENT, DISTRIBUTION, AND USE OF "OFFICIAL 1958 OPERATION ALERT PACKET"

A Content. The "Official 1958 Operation Alert Packet" contains the following attack intelligence:

Ground zeros (expressed in latitude and longitude and in Universal Transverse Mercator (UTM) coordinates);

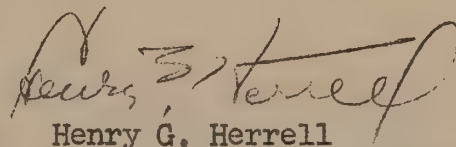
Bomb sizes (yields in TNT equivalents);

Type of burst, whether air, ground, or water; and

A United States map showing contours of radioactivity from fallout.

B Distribution. The packet for the appropriate State(s) is transmitted with the copies of this Supplement being forwarded to State Agricultural Statisticians by the Agricultural Estimates Division. Envelopes are not to be opened by addressees until the time specified on the outside of the packet.

C Use. Appropriate guides for the use of the contents of the packet are contained in Exhibits A and B of Auxiliary 1 to AMS Instruction No. 107-4, Rev. 2.



Henry G. Herrell
Assistant Administrator for Management

Attachment

DISTRIBUTION: A, D, and Personnel Designated as
Participants in Phase One

5-5-58

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Service
Washington 25, D. C.

AMS INSTRUCTION No. 107-4
Rev. 2
AUX 1
Supplement 3

FOR INFORMATION OF: Employees Designated to Perform Special Activities
in Phase One of Operation Alert 1958

Operation Alert 1958

This Supplement to Operation Alert 1958 instructions (1) transmits a revised page providing assumed post-attack data for use by personnel performing special activities in Phase One in completing a required report, and (2) revises the instructions for the use of these data. (Similar revisions of instructions have been transmitted to ASC State Committees in Group I States by revised CSS Notice EO-7.)

Please make the following changes in present instructions:

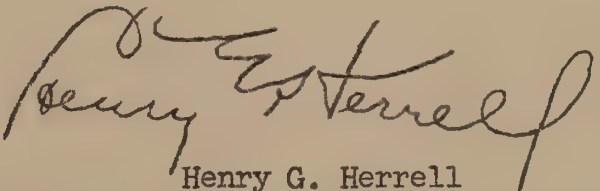
1 Replace Appendix B-2 to Exhibit B of AMS Instruction No. 107-4, Rev. 2, Auxiliary 1, with the attached revised Appendix B-2.

2 Make the following changes on page 4 of the Exhibit B referred to above:

a Substitute the following for the paragraph headed "Column 8":

"Column 8. Multiply each of the entries in Column 7 (of Form B-1) by the percent of recoverable food stocks as shown in Column 3 of Revised Appendix B-2. Enter the product as the adjusted post-attack food stocks in Column 8 (of Form B-1)."

b Change the second sentence of the second paragraph in Part III to read: "Obtain the State population survivor figure from Column 4 of Revised Appendix B-2."


Henry G. Herrell
Assistant Administrator for Management

Attachment

DISTRIBUTION: A,D, and Personnel Designated as
Participants in Phase One

5-28-58

Agri-Wash

Revised Appendix B-2. DISTRIBUTION OF PRE-ATTACK AND ASSUMED POST-ATTACK
POPULATION FOR 20 SELECTED STATES.

State	: Pre-Attack Civilian:	Assumed Post-Attack Situation	
	: Population	: Recoverable:	: Surviving Population:
	: July 1, 1957	: Stocks	:
	: (1,000)	: (Percent)	: D / 30 (1,000)
(1)	(2)	(3)	(4)
Mass.	4,810	83	3,911
Pa.	11,020	79	8,342
Ohio	9,180	73	6,947
Ill.	9,585	75	7,168
Mich.	7,788	74	5,824
Wis.	3,857	72	2,867
Iowa	2,796	77	2,635
Md.	2,827	73	2,141
Va.	3,638	86	2,764
N. C.	4,417	83	3,629
S. C.	2,308	88	1,900
Tenn.	3,443	76	2,812
Ala.	3,126	89	2,565
Ark.	1,744	80	1,581
La.	3,027	79	2,736
Idaho	636	88	488
Colo.	1,632	62	1,537
Ariz.	1,111	83	763
Utah	847	64	589
Oreg.	1,764	80	1,360
Continental U.S.	168,406	79	134,320

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Service
Washington 25, D. C.

AMS INSTRUCTION No. 107-4
Rev. 2
AUX 2

ACTION BY: Division Directors in Washington, D. C., Concerned
in Activities of Phase Two of Operation Alert 1958

Operation Alert 1958 - Phase Two Damage Assessment

I PURPOSE

This Auxiliary to AMS Instruction No. 107-4, Rev. 2, (1) transmits Memorandum to Heads of Department Agencies from the Administrative Assistant Secretary, dated April 21, 1958, and the Department's Operation Alert 1958 Instruction No. 3; and (2) requests that directors of divisions concerned in activities of Phase Two of Operation Alert 1958 make it possible for certain personnel to participate in these activities.

II APPLICATION

This Auxiliary primarily concerns divisions having representatives on Defense Planning Committees of the Department, or whose personnel will work with such Committees. It is being sent to other divisions as general information on Operation Alert 1958. Defense Planning Committees, and Regional Liaison Representatives and members of their advisory staffs, will receive Operation Alert Instruction No. 3 through usual defense activities channels.

III PARTICIPATION IN DAMAGE ASSESSMENT PROJECT

The damage assessment project of Phase Two of Operation Alert 1958 will require the participation of members of Defense Planning Committees and other personnel who will work closely with these Committees. Directors of divisions concerned are requested to make it possible for such personnel to devote their time to defense assignments to the degree necessary to accomplish the objectives of the damage assessment project of Phase Two, without interfering unduly with other program duties. The results of this project will be required for use at regional and national levels during the week of July 14.

O. V. Wells

O. V. Wells
Administrator

Attachment

DISTRIBUTION: A,D
(Wash. only)

4-30-58

Agri-Wash

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

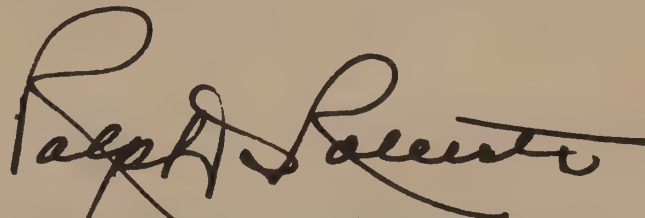
April 21, 1958

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

Op. Alert 1958 Instruction 3

Op. Alert 1958 Instruction 2 of April 2, 1958, indicates that damage assessment at the national level will be carried out prior to July 14, 1958, and that the work will be done through USDA Defense Planning Committees. The attached Op. Alert 1958 Instruction 3 indicates the relationships of Defense Planning Committees in carrying out this assignment.

Many personnel who are members of the Defense Planning Committees will be asked to devote more time than usual to damage assessment and related defense matters during May and June 1958. However, the total work load during this period will be spread out sufficiently in terms of time and number of participants so that the load on any individual committee member will be kept to a minimum. It is requested that agencies make it possible for personnel who are members of the Defense Planning Committees and others who work closely with Defense Planning Committees to spend the necessary time on their defense assignments. The work during May and June will be "in place", and not at relocation sites.

A handwritten signature in dark ink, appearing to read "Ralph S. Roberts". The signature is fluid and cursive, with a large initial "R" and a long, sweeping underline.

Ralph S. Roberts
Administrative Assistant Secretary

Attachment

Responsibilities of the Damage Assessment Committee
and Relationships to Responsibilities of Other Defense Planning
Committees and Defense Support Agencies for Purposes of Operation Alert 1958

I. Introduction

A. As indicated in USDA Op. Alert 1958 Instruction 2, a damage assessment project will be conducted in May 1958 at the national level in cooperation with the National Damage Assessment Center.

B. In the meantime, as part of the first phase of Operation Alert 1958, certain attack effects will be evaluated at state and local levels. Reports resulting from this evaluation will be available at national headquarters by May 31.

C. In June 1958 the results of the damage assessment project carried on in cooperation with the National Damage Assessment Center, plus results of damage assessment at state and local levels, will be reviewed so that they will be available for use at regional and national levels during the week of July 14. Because of this preparatory work, no active damage assessment will be required at regional or national levels during the week of July 14.

II. Purpose

The purpose of this instruction is to set forth the responsibilities of the Damage Assessment Defense Planning Committee in relation to damage assessment responsibilities of other Defense Planning Committees and the defense support agencies for purposes of Operation Alert 1958.

III. Responsibilities

In general, Defense Planning Committees and defense support agencies of the U. S. Department of Agriculture will be responsible for the assessment of the effects of the simulated attack on resources assigned to them in accordance with Defense Planning Instruction 1 and related instructions. The Damage Assessment Committee will coordinate and provide technical guidance in this activity. With respect to land resources, the Damage Assessment Committee will arrange with agencies most directly concerned to determine effects of attack. The responsibilities of the Damage Assessment Committee, in relation to the responsibilities of other Defense Planning Committees and defense support agencies during Operation Alert 1958, are summarized as follows:

A. The Damage Assessment Committee will prepare those assessment materials or methods which need to be uniform throughout Operation Alert 1958, such as maps, tables, surveys, procedures or reports and provide necessary training and instruction to participants in the exercise.

B. The Damage Assessment Committee will receive and review all attack intelligence and damage assessment information arriving in the USDA from the National Damage Assessment Center and other sources as appropriate outside the USDA and make this information available to other Defense Planning Committees and defense support agencies with appropriate explanation. Damage estimates relating to effects on offices and personnel of the USDA will be submitted to the Continuity Planning Committee.

C. The Damage Assessment Committee will receive through the Chairman of the Defense Review Committee damage assessment data originating in field offices of the USDA during the first phase of Operation Alert 1958 and arrange any necessary review of these data by other Defense Planning Committees and defense support agencies.

D. The Damage Assessment Committee will receive, review and, to the extent feasible, meet requests from other Defense Planning Committees or defense support agencies for damage assessment information from the National Damage Assessment Center or from other Departments where servicing from the ODM headquarters is required.

E. The Damage Assessment Committee will review and appraise resource damage assessment by the various Defense Planning Committees, defense support agencies and other sources in preparing overall departmental summaries for submission to the National Damage Assessment Center and for use of USDA in later phases of Operation Alert 1958.

IV. Liaison

To the extent that limitations on size of its staff permit, a representative of the Damage Assessment Committee will work with other Defense Planning Committees or support agencies while they are doing damage assessment work, assisting in any manner possible, but especially in supplying information available in the Damage Assessment Committee (or in other planning committees). These representatives of the Damage Assessment Committee will obtain the results of damage assessment activities by the resource groups for use by other committees and support agencies or for use in the Damage Assessment Committee. These contacts will, for the most part, be between members on the Damage Assessment Committee and the damage assessment liaison representatives which other Defense Planning Committees and planning areas have designated for damage assessment work.

V. Special Project

At the request of the Office of Defense Mobilization, the Forest Service is making a special assessment of the initial ignition area and the area of fire spreads for the bomb pattern to be used in the May 6 and 7 exercise.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

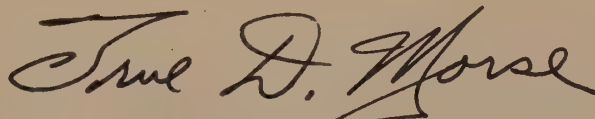
May 22, 1958

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

Op. Alert 1958 Instruction 4

The attached Op. Alert 1958 Instruction 4 relates to conduct of the exercise at Repoint, with particular emphasis on program activity.

A supplement relating to administrative functions at Repoint, together with staffing of the Secretary's Office, Office of the General Counsel and Central Staff Services, will be issued in the near future.



True D. Morse
Under Secretary

Attachments

DISTRIBUTION: A, D
(Wash. only)

Agri-Wash

1. The first part of the report is a summary of the work done during the year.

2. The second part is a detailed account of the work done during the year.

3. The third part is a summary of the work done during the year.

Q. A. WILKINSON
(Wash. only)

1914-1915

Conduct of Operation Alert 1958 at Repoint

I. Purpose

This instruction covers conduct of Operation Alert 1958 at Repoint.

II. July 14 and 15

Repoint will be manned on July 14 and 15 by a small activation group, to be selected from the larger staff which will function at Repoint on July 16, 17 and 18. The activation group will prepare the site for the remaining participants, and will process any exercise messages which may be needed during July 14 and 15.

III. July 16, 17 and 18

A. Op. Alert 1958 Instruction 2 outlines the broad framework of Repoint activity on July 16, 17 and 18. This activity is described in greater detail in Exhibits 1, 2 and 3, attached. Exhibit 1 outlines the work schedule, Exhibit 2 lists the seminars and the main topics which each seminar will consider, and Exhibit 3 indicates the staffing pattern for Repoint and assignment of professional personnel to seminars and the Executive Staff.

B. As background for their work, members of the seminars will have data resulting from the national damage assessment exercise carried on during May and June, data resulting from the exercise conducted at state and local levels during May, data resulting from the regional exercise conducted on July 14 and 15, basic data and plans which have been included in the program files, the Defense Operations Manual, and related administrative instructions and special exercise documents. Members of the seminars at Repoint will be briefed Friday, July 11 in Washington regarding results of the national damage assessment exercise and results of the state and local tests. Results of the regional exercise conducted July 14 and 15 will be teletyped to Repoint not later than 5:00 p.m. EST on July 15 and will be made available to the Executive Staff and seminar chairmen that evening.

C. Seminar chairmen will have latitude in organizing and planning work of their seminars within the scope of assignments contained in this instruction. Each seminar chairman is encouraged to plan the work and organization of his seminar before going to Repoint. The seminar chairmen may wish to establish subgroups within the seminars to facilitate their work. In view of this possibility, space arrangements for Repoint will provide a central meeting room for each seminar with additional rooms for use of any subgroups which may be established.

D. Although most of the program work at Repoint will be based on the seminar assignments indicated in Exhibit 2, a few messages may be received from High Point and other agencies. Such messages will be referred to a seminar wherever they fall within the scope of a seminar. Otherwise, they will be referred to the Officer in Charge for appropriate action. Communications will be received and dispatched in accordance with standard procedures contained in the Defense Operations Manual.

E. The same group which activated Repoint on July 14 and 15 will carry out necessary actions between 2:30 p.m. and 4:00 p.m. EST on July 18.

Attachments

REPOINT WORK SCHEDULE
July 14 through July 18, 1958

A small activation group working an 8-hour day will be on duty at Repoint from 8:30 a.m. to 5:30 p.m. EST July 14 and July 15. The remainder of the Repoint staff will arrive during the afternoon of July 15 so they will be ready for duty at 8:30 a.m. EST July 16. Persons in the activation group will be among those who have assignments for the balance of the week.

Work hours on July 16 and 17 will be 8 hours a day, 8:30 a.m. to 5:30 p.m. EST and on July 18, 8:30 a.m. to 4:00 p.m. EST. Communications personnel working on a shift basis will be present around the clock during this period and a duty officer will be available or on call during the night hours.

At the conclusion of the activation on July 14 and 15, the basic Repoint program will be as follows:

Tuesday, July 15 -- 8:00 p.m. EST

Executive Staff and seminar chairmen will meet for a briefing and to review plans for July 16, 17 and 18 and consider exercise assumptions.

Wednesday, July 16 -- 8:30 a.m. to 10:00 a.m. EST

Entire exercise group at Repoint will meet for briefing and orientation. Attention will be called to housekeeping matters, seminar assignments and subjects, damage assessment information, program files, and other basic data available for reference.

Wednesday, July 16 -- 10:00 a.m. to 5:30 p.m. EST

Seminars will meet according to Wednesday personnel assignments (see chart). Professional personnel not assigned to individual seminars will circulate among seminars to insure coordination. The Executive Staff will be available for consultation on policy matters.

Thursday, July 17 -- 8:30 a.m. to 9:30 a.m. EST

Each seminar chairman will make a 7-minute oral progress report in a meeting of all seminar members and Executive Staff.

Chairman

Seminar 3 - Review of Plans for Food Production on Farms
and in Processing Plants (to be correlated with analysis
in Seminar 1 and Seminar 4)

R. J. Jordre

- a) Review of farm production plans and programs and determining their suitability in terms of effects of attack for a period up to 1 year after attack.
- b) Review of food processing plans and programs and determining their suitability in relation to effects of attack on facilities, raw materials, equipment, etc. for the immediate post-attack period and in a period up to 1 year after attack.

Seminar 4 - Non-Food Requisites and Relation with Other
Resource Agencies (to be correlated with analysis in
Seminar 1 and Seminar 3)

B. M. Easton

- a) Review of capability to provide non-food materials and facilities to support food, rural fire, and timber production programs, considering damage data, in a period up to D + 1 year.
- b) Coordination of agreements regarding relative jurisdiction and procedures for presenting requirements to other resource agencies.
- c) Review of suitability of standby orders for domestic distribution for certain requisites in rural areas in the immediate post-attack period and in a period up to 1 year after attack.
- d) Review of plans and programs for determining manpower requirements to support food, rural fire, and timber production programs, considering losses in periods up to D + 1 year, and relation with control agencies.

Seminar 5 - Rural Fire Control

M. S. Lowden

- a) Reports received from Forest Service regions on results of State Rural Fire Defense participation in May 6 - 7 exercise.
- b) National Rural Fire Defense plan (review, revise and put in final form).
- c) Fire damage assessment procedures, and reports received from the field on May 6 - 7 exercise.
- d) Stockpiling of fire control equipment - policy and requirements.

Chairman

- e) Inter-organizational relationships and coordination.
- f) Timber production problems (contingent on arrangements with Department of Commerce).
- g) Non-food fire effects - damage to utilities, effects on occupancy potentials, manpower problems.

Seminar 6 - Special Fallout Problems (and any special problems introduced in July relating to biological and chemical warfare)

F. A. Todd

- a) Review of alert fallout patterns and their effect on agricultural production.
- b) Discussion on possible remedial procedures for agricultural recovery.
- c) Review of current programs to acquire information on problems of long-lived isotopes in agriculture.
- d) Discussion of handling contaminated food.

Seminar 7 - Administration

F. R. Mangham

(functions to be determined)

Note: Executive Staff will consider implications of Presidential and ODM actions as well as recommendations from seminars.

REPOINT - OPERATION ALERT 1958

Staffing Totals and Pattern for Assigning Professional Personnel to the Seven Seminars and the Executive Staff

Committees and Units to be Represented at Repoint	Wednesday Seminars July 16								Thursday Seminars July 17							
	Supply-Require. (1)	Distr. & procur. (2)	Fd. prod. & process. (3)	Non-food req. (4)	Rural fire (5)	Special fallout (6)	Administration (7)	Executive Staff	Supply-Require. (1)	Distr. & procur. (2)	Fd. prod. & process. (3)	Non-food req. (4)	Rural fire (5)	Special fallout (6)	Administration (7)	Executive Staff
Secretary's Office 1/																
Off. of Gen. Counsel 1/																
Central Staff Ser- vices (incl. CPC) 1/																
<u>Food</u>																
Head Office 3 2/								1								1
Dam. Assmt. 4 3/																
R & A 3	3								3							
Pr. Anal. 3	1	1	1						1	1	1					
M & F 5				5								5				
Manpower 2				2								2				
Head Office 3 2/								1								1
Prod. P. 3			3								3					
Rehabil. 2		1	1								1	1				
Fld. Serv. 2	1		1						1		1					
Head Office 4 2/		1						1		1						1
Cotton 2	1		1							1						
Dairy 2		1		1							1		1			
F & V 2	1		1							1			1			
Grain 4	1	1	1	1					1	1	1	1				
Livestock 2	1		1							1		1				
O & P 2		1		1							1					
Poultry 2	1		1							1		1				
Sugar 2		1		1					1		1					
Tobacco 1			1							1						
Fd. Distr. 4	2	2							2	2						
T & W 2				2								2				
C. Off. 2		1	1	1						1	1					
Food Admin. Mgt. 5 4/																
Total Professional 66																
+ Steno. 5/ 11																
Total Food 77																
<u>Support</u>																
R & Stat. 4 6/	1	1	1						1	1	1					
+ Steno. 1																
Total R. & Stat. 5																
Forest Service 14				1	12			1				1	12			1
+ Steno. 3																
Total Forest Serv. 17																
ARS 9			1	1		6		1			1	1		6		1
+ Steno. 3																
Total ARS 12																
GRAND TOTAL 1/	13	11	14	16	12	6	1/	1/	12	12	13	17	12	6	1/	1/

Same as Thursday-Friday A.M. July 18

- 1/ To be determined.
- 2/ Members of Head Office staff not assigned to seminars or Executive Staff would circulate among seminars. Assistant Secretaries associated with these areas would be counted in the Secretary's Office.
- 3/ Personnel will be available to circulate among seminars and maintain necessary reference material. Staff of FS and ARS will include personnel who can contribute to damage assessment interpretation.
- 4/ To be re-examined in light of total administrative program at Repoint.
- 5/ One stenographer for each Head Office and two for each of four seminars. Stenographers in the Head Office may be able to pool their services as occasion demands.
- 6/ One to circulate among seminars.

AMS Instr. 107-4, Rev. 2, Aux. 3
Sup. 1

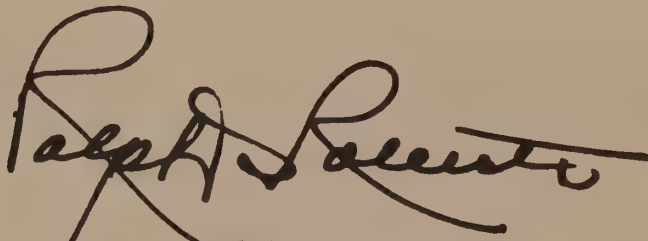
UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D. C.

July 3, 1958

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

Supplement 1 to Op. Alert 1958 Instruction 4

The attached Supplement 1 to Op. Alert 1958 Instruction 4 relates to the establishment of a Reports Group and Organizational Study Group.



Ralph S. Roberts
Administrative Assistant Secretary

Attachment

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Agri.-Wash.

Op. Alert 1958 Instruction 4,
Supplement 1

Establishment of Records Group and
Organizational Study Group

In addition to the assignments made in Op. Alert 1958 Instruction 4, dated May 22, the following groups are established.

1. A Reports Group responsible for collecting data and information from appropriate seminars and other sources and for developing the Department's report to be submitted on August 11, 1958, in accordance with Program Memorandum X-14, Annex No. 6. Personnel assigned to this Reports Group are:

Henry G. Herrell, Chairman
Terry J. McAdams
Gordon D. Fox
N. Battle Hales
William C. Laxton

2. Although not a formal part of Operation Alert 1958, an Organizational Study Group is established and will function at Repoint during the second phase of the exercise. Personnel assigned to this group are:

John L. Wells, Chairman
Bruce M. Easton
George A. Dice
Ralph F. Koebel
N. Robert Bear
Joseph P. Loftus

ACTION BY: All Divisions and Offices

Operation Alert 1959

SCOPE

This Instruction provides guidance for AMS employees concerning Operation Alert 1959 (OPAL 59). It complements "Op. Alert 1959 Instructions" issued by the Office of the Secretary.

The actions of AMS in OPAL 59 will be based upon "Op. Alert 1959 Instruction 2" as interpreted here. NOTE: Detach "Op. Alert 1959 Instruction 2" from AMS Notice 779 and attach it to this Instruction.

Remove from the manual AMS Instruction 107-4, Rev. 2, its Auxiliaries and their supplements, EXCEPT that the attachments to AUX 1 and any attack patterns and fallout charts used in OPAL 58 should be retained for possible use in OPAL 59.

I RESPONSIBILITIES

A The Special Services (SS) Division, acting under the policy guidance of the Administrator's Office, shall:

1 Coordinate the activities of AMS divisions and offices in connection with OPAL 59.

2 Work in close cooperation with the Food and Materials Requirements Division of the Commodity Stabilization Service (CSS), the Continuity Planning Committee, and other agencies and officials having OPAL 59 responsibilities.

B Other divisions and offices of AMS shall cooperate with the SS Division to support the Department's food role in OPAL 59.

II AMS PARTICIPATION

A Local, State, and Regional Phases.

1 Local Phase - May 8-9. AMS will not participate in the local phase. Participation at the local level will be limited to county Agricultural Stabilization and Conservation (ASC) offices of CSS.

(II A 1)

AMS AGRICULTURAL ECONOMICS DIV
STATISTICAL & HIST RES BR
AGRICULTURAL HISTORIAN
10-3-56
AMS-RI

2 State Phase - June 4-5.

a Number of Participants. The total number of AMS-ASC participants in the State phase will vary from State to State. Each State ASC office will have one or more participants while AMS may have up to three or four, depending on the location of AMS field offices in relation to civil defense headquarters.

b Persons Who Will Participate. AMS participants will be only those individuals who are designated by the respective division directors to participate. Generally this will comprise State Agricultural Statisticians and selected representatives of other AMS divisions located in or near the State civil defense headquarters. (ASC participants in each State will be the Office Manager of the State ASC office and such other personnel of that office as appropriate.)

c Time To Be Devoted. Participants will devote full time, wherever possible, to the exercise on June 4 and 5. Where it is not possible to devote full time because of regular work assignments, they shall arrange among themselves a schedule of participation which will provide the maximum continuity of AMS representation.

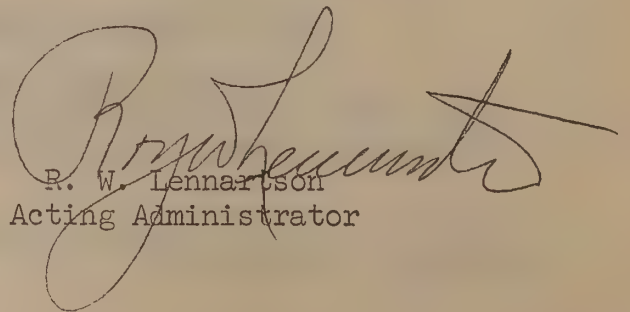
d Additional Instructions. Auxiliaries to this Instruction will provide special instructions to AMS personnel involved in the State phase.

3 Regional Phase - July 8-10. Participation in this phase will involve only those AMS employees on the advisory staff of the Department's Regional Liaison Representatives, with perhaps a small number of administrative and clerical personnel. The individuals involved will be given separate instructions.

B National Relocation Phase - August 24-28. Separate instructions will be issued to headquarters personnel who are to participate in this phase of the exercise.

III REPORTING

Such reports on OPAL 59 as are required will be covered by an Auxiliary to this Instruction.


R. W. Lennartson
Acting Administrator

ACTION BY: *Employees Designated to Participate in
the State Phase of Operation Alert 1959*

Operation Alert 1959

This Auxiliary and its attachments provide instructions for employees who will participate in the State phase of Operation Alert 1959 (OPAL 59) on June 4-5, 1959.

The AMS employees designated to participate, and the AMS employees and offices designated to make initial contact with the State Civil Defense (CD) Director, are shown in Attachment "a" to the accompanying Joint AMS-CSS(ASC) Instruction

I RESPONSIBILITIES OF AMS PARTICIPANTS

AMS employees who are designated in Attachment "a" to the Joint AMS-CSS Instruction accompanying this Auxiliary, or any substitute personnel subsequently designated, shall participate in the State phase of OPAL 59 in accordance with the attached Joint Instruction. Their participation will be as representatives of the U. S. Department of Agriculture, and not as members of the State CD organization.

II PURPOSE OF JOINT AMS-CSS INSTRUCTION

The attached Instruction was prepared jointly by AMS and CSS to insure that participants of both agencies receive identical instructions.

III INITIAL CONTACTS WITH STATE CD DIRECTORS

A Certain participating AMS personnel and offices are also designated in Attachment "a" to:

1 Contact the State CD Director to discuss with him USDA's participation in OPAL 59 at the State level, and

2 Undertake certain coordinating responsibilities.

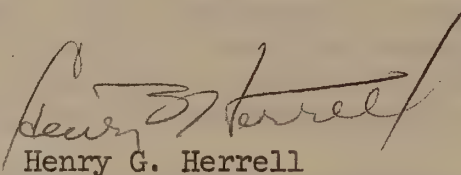
B The attention of those participants is directed especially to Section 7 of the Joint Instruction.

IV HOURS OF WORK

AMS participants in the State phase of OPAL 59 shall observe their regular number of work hours. No overtime work is authorized.

V ADDITIONAL DATA TO BE SUPPLIED

Some of the materials referred to in Section 12 of the Joint Instruction are not yet ready for distribution; others are not available in sufficient numbers for complete distribution. They will be sent to participants as soon as possible by the Special Services Division, with instructions for their further distribution or circulation.



Henry G. Herrell
Assistant Administrator for Management

Attachments

JOINT AMS-CSS (ASC) INSTRUCTION FOR PARTICIPANTS IN THE STATE PHASE OF OPERATION ALERT 1959

1. GENERAL.

The State offices of Federal agencies which have been assigned defense responsibilities have been requested to work with the State civil defense authorities during the State phase of Operation Alert 1959 scheduled for June 4 and 5, 1959. Since a major responsibility of the U. S. Department of Agriculture in event of attack on this country is to provide food for distribution to the surviving population by local civil authorities, the role of USDA in the forthcoming exercise and in the event of an actual emergency is extremely important, particularly at the State and county levels.

2. OBJECTIVES OF USDA PARTICIPATION.

The main objective of USDA State participation in this exercise is to develop a working relationship with the State civil defense organizations which will be useful in planning for survival and rehabilitation in the event of an attack on this country. It will also provide experience to our people and to the civil defense authorities in coping with food problems which would develop under such circumstances. Information developed during this phase of the exercise will be of considerable value to USDA in preparing further instructions for field personnel to use in an emergency period, especially if they are cut off from regular supervisory contacts.

3. USDA REPRESENTATION AT STATE LEVEL.

The defense responsibilities assigned to the U. S. Department of Agriculture consist, among other things, of food production and food management. For Operation Alert 1959 at the State level, the food responsibility has been assigned to AMS-CSS (ASC). In order to acquaint both the AMS and ASC State units with their emergency responsibilities, it was necessary to prepare this joint instruction. It is essential that working agreements be reached by the AMS and ASC State representatives to make the best use of the existing organizations, not only for the exercise, but in preparation for an actual emergency as well. Since this exercise is a continuation of OPAL 1958, USDA participants in OPAL 1959 should, to the maximum extent possible, be the same people who did the statistical work for OPAL 1958.

4. OFFICIAL PARTICIPATION IN THE STATE PHASE.

In the immediate post-attack period, the State and local civil defense organizations have responsibility for food in retail trade channels, while the USDA has the responsibility for the production, processing, storage and distribution of food through the wholesale level. Because one responsibility assigned to USDA is to provide food for the surviving population of the nation, the national needs must be considered as well as those of a State or local nature. Therefore, the USDA State organization must function as representatives of the national USDA and not as members of the State civil defense organization.

5. ATTACK PATTERN.

The pattern and magnitude of the OPAL '58 simulated attack will be used, including the related contours of radioactive fallout intensities. The attack assumptions selected by local civil defense authorities for the local exercise on April 17-18, 1959, shall not be used if they differ from the OPAL '58 pattern. For the purpose of this exercise, it will be assumed that USDA participants have survived the OPAL '58 attack. It will also be assumed that USDA participants are unable to contact either the USDA Regional Liaison Representative or normal supervisory levels.

6. AUTHORITY.

For the purpose of OPAL '59, authority has been delegated to ASC State offices and designated AMS field units to carry out the responsibilities outlined in this notice and accompanying documents.

7. PRE-EXERCISE ACTIONS.

A. Contacts.

Responsibility of USDA agencies for making the initial contact with the civil defense organization is indicated in each State in Attachment a. entitled "List of USDA Food Participants and Contact Responsibilities". For the information of all USDA participants, Attachment a. also includes names of AMS participants, ASC Administrative Officers and USDA Regional Liaison Representatives. The person making the contact shall become thoroughly familiar with the contents of attached documents and then make contact for purposes of:

1. Informing the CD Director of USDA's plans for participating in the food aspects of the State phase of OPAL '59;
2. Agreeing upon the location at which participants will function on June 4 and 5; and

3. Arriving at a mutual agreement on a plan of operation as to how participants will function.

B. Coordination.

The person making the initial contact shall coordinate USDA participation in the remainder of the exercise.

8. EXERCISE ACTIONS.

Participants should devote full time, wherever possible and needed, to the exercise on June 4 and 5. Where this is not possible because of regular work assignments, participants shall arrange among themselves a schedule of participation which will provide the maximum continuity of AMS and ASC representation at the agreed upon location. The available data and instructions will be used on June 4 and 5 to accomplish the stated objectives of the exercise.

9. REQUESTS FOR STATISTICAL DATA.

In connection with OPAL 1959, the USDA participants should encourage the State civil defense authorities to utilize the enclosed food supply and requirements statistical data developed as a part of OPAL 1958 rather than develop new statistical data. It should be pointed out that for exercise purposes and in the event of an actual attack, they should rely on the USDA for food supply data. Where the State civil defense organization requests additional requirements information, the USDA participants will also have available the information described in this joint instruction under the heading, "Additional Data".

10. REPORTS.

During the afternoon of June 5, the AMS and ASC representatives participating in the exercise in each State shall make a consolidated report on the food aspects of the exercise, including the questionnaire form attached. This report shall include names of participants, man hours spent and cost for items which would not have been incurred except for the exercise. The completed report is to be mailed by June 10, 1959. Three copies shall be sent to:

Food and Materials Requirements Division - CSS
Washington 25, D. C.

In some cases a state may get a request for an additional report. Such a request will usually originate with the OCDM regional office and may be transmitted through the USDA Regional Liaison Representative or a State government representative. States shall fill such requests to the extent possible and include copies of such reports in the report sent to the Food and Materials Requirements Division in Washington.

11. ATTACHMENTS.

For guidance to participants in Operation Alert 1959, the items listed and described in this paragraph are attached. These should be read carefully by all participants.

A. List of USDA Food Participants and Contact Responsibilities

1. Agency responsible for making contacts
2. AMS participants
3. CSS points of contact
4. RLRs and states in their regions

B. Food Guidelines

Transmitted with this notice is OCDM "Food Guidelines for OPAL 1959" (Program Memorandum No. 7), which outlines the responsibilities for handling food problems in the event of an attack on the United States. While the Food Guidelines is issued as an exercise document, it is made up of excerpts from the National Food Plan which is expected to be issued in the near future as an annex to the OCDM "National Plan for Civil Defense and Defense Mobilization". Each person receiving this notice should personally acquaint himself with those sections of the Food Guidelines dealing with the responsibilities of local USDA work during the exercise. In the case of an actual emergency, there would be certain reports and evaluations to be made which are not called for in the exercise.

C. Supply-Requirements Guidelines - Food

Also attached, is "OPAL 1959 Supply Requirements Guidelines, Part II - Food, (Program Memorandum No. 8)". This is the basic procedure that was used by those 20 states which prepared such information for Operation Alert 1958, and it was used by the National Offices in preparing comparable data for the other 28 states. Since food data

developed in Operation Alert 1958 will be used again, it should not be necessary to make active use of Program Memorandum 8 in Operation Alert 1959. However, it is desirable for USDA people to be familiar with this document as background for use in event of an actual attack or in other exercises.

D. Policy and Operational Guidelines

The sections of an OCDM statement on "Policy and Operational Guidelines for Operation Alert 1959" dealing with food and agriculture have been reproduced and attached for your information and guidance. While issued for exercise purposes, these are the policies that you should follow if this nation is ever attacked.

12. ADDITIONAL DATA.

The following information will be supplied for use during the exercise. Because of the limited supply, one copy will be sent to the ASC State Administrative Officer and one copy will be sent for AMS use in each State. (Two additional copies of Attachments a., b., c., and d. for the State Civil Defense Director are being sent to the USDA participant designated to make the initial contact).

A. Food Supply Requirements Data.

These data were developed for Operation Alert 1958. Except for minor revisions, they are the data worked up by ASC-AMS in 20 States and in Washington for the other 28 States. This table summarizes the food situation for the first 30 days subsequent to an attack. The data should be used only to outline problems and work relationships. It is not intended that the USDA staff spend any exercise time revising these figures, except possibly to reflect any effects of shortages of manpower, gasoline, electric power or other fuels developed during the exercise play.

B. Gasoline, Fuel and Electric Power Requirements.

These estimates will indicate the requirements of food producers and processors for fuel and electric power during the first 30 days following an attack.

C. Farm Manpower Requirements.

These estimates will be in terms of man-hours required to coordinate and harvest crops growing at the time of the attack and during the subsequent 30 day period.

D. Discussion Papers.

You will receive several short discussion papers for consideration with State civil defense people if time permits.

E. Reference Data.

These documents will be supplied for reference if needed during the exercise.

1. Emergency Federal Register for OPAL 1959.
2. Effects of nuclear weapons.

(All participants should already have copies of the National Plan for Civil Defense and Defense Mobilization, which provides the basic rules for this exercise. ASC State offices have copies of the Notice EO-13 which covers county level USDA participation in Operation Alert 1959. Copies of the basic instruction entitled "Operation Alert 1959 - Instruction 2" are also available at the State offices).

STATE _____

OPERATION ALERT 1959
USDA State Office Reports (AMS & ASC)

In addition to a brief narrative report of what was done during the exercise and attaching copies of any material prepared during the exercise, the following questions shall be answered:

1. Who contacted the State Civil Defense Director?
2. Did USDA (ASC or AMS personnel) participate in the June 4-5 exercise? ☐ Yes ☐ No
If "no", why not? If "yes", briefly what did you do?

The following questions should be answered after discussing the questions with the State Civil Defense Director or members of his staff whether or not an exercise takes place.

3. Were you able to develop a plan for handling emergency food problems consistent with the "Food Guidelines for OPAL '59", that was agreed to by the State civil defense officials?
☐ Yes ☐ No If "no", explain below:
4. What directions have been supplied by State civil defense authorities to local civil defense authorities for handling food rationing and mass feeding of refugees?
5. What directions have been supplied by State civil defense authorities to local civil defense authorities for assuring to farmers and food processors essential amounts of gasoline, electric power, and labor needed for providing a continuing food supply?
6. What further instructions and authorities would you need to carry out the USDA emergency food responsibilities in a post-attack period?

Complete your answers on the reverse side.

LIST OF USDA FOOD
PARTICIPANTS AND
CONTACT RESPONSIBILITIES

Attachment a.

Agency Responsible for Contacting State Civil Defense Director

1. AMS State Statisticians in the respective States will contact the State CD Directors at the listed locations:

California	Sacramento	New Jersey	Trenton
Kansas	Topeka	Oklahoma	Oklahoma City
Kentucky	Louisville	Texas	Austin
Mass.	Natick	W. Virginia	So. Charleston
Montana	Helena	Wyoming	Cheyenne

2. The Food Distribution Representatives of AMS will contact the State CD Director at the listed locations:

Illinois	Chicago	Washington	Olympia
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3. The Marketing Information Division Representatives of AMS will contact the CD Director in New York City.

4. The ASC State Administrative Office in the respective States will contact the State CD Directors at the listed locations:

Arkansas	Conway	Missouri	Jefferson City
Colorado	Boulder	Nevada	Carson City
Conn.	Hartford	N. H.	Concord
Delaware	Delaware City	N. M.	Santa Fe
Florida	Jacksonville	N. D.	Bismarck
Georgia	Atlanta	Oregon	Salem
Indiana	Indianapolis	R. I.	Scituate
Louisiana	New Orleans	S. D.	Rapid City
Maine	Augusta	Vermont	Montpelier
Maryland	Pikesville		
<i>Mass.</i>	<i>Natick</i>		

5. The State Statistician and the State ASC Administrative Officer will jointly decide who will make contact with the State CD Director at the listed locations (contact may be made jointly):

Alabama	Montgomery	N. C.	Raleigh
Arizona	Phoenix	Ohio	Columbus
Idaho	Boise	Penna.	Harrisburg
Iowa	Des Moines	S. C.	Columbia
Michigan	Lansing	Tenn.	Nashville
Minn.	St. Paul	Utah	Salt Lake City
Miss.	Jackson	Virginia	Richmond
Nebraska	Lincoln	Wisconsin	Madison

AMS PARTICIPANTS IN STATE PHASE OF OPAL 1959

<u>STATE</u>	<u>CD HQ CITY</u>	<u>PARTICIPANT</u>	<u>AMS Div</u> ^{1/}	<u>ADDRESS</u> ^{2/}
ALA.	MONTGOMERY	J. C. GARRETT	AE	201 OLD P.O. BLDG.
		DAVID E. COOK	CN	702 MADISON AVE.
		L. N. ALLEN	GR	212 OLD P.O. BLDG.
		WILLIAM HOLSTUN	LV	211 RACE ST.
ARIZ.	PHOENIX	E. V. JONES	AE	207 P. O. BLDG.
		EDWARD L. RUCH	FV	2202 W. McDOWELL RD.
ARK.	CONWAY	CARL C. BROWN	SS	519 FEDERAL BLDG. LITTLE ROCK
CALIF.	SACRAMENTO	W. W. HENDERSON	AE	1220 N ST., 2ND FLR.
		W. D. HAY	GR	1220 N ST., RM 323
COLO.	BOULDER	J. W. GANNAWAY	FV	344B NEW CUSTOM HOUSE DENVER
		CARROLL WELLS	LV	403 LVSTCK EXCH.BLDG. DENVER
CONN	HARTFORD	FRED LIBUTZKE	PY	STATE OFFICE BLDG.
FLA.	JACKSONVILLE	J. M. DORIS	PY	505 WEST ADAMS ST.
GA.	ATLANTA	CANDLER MILLER	CN	1020 CRESCENT AVE., N.E.
		C.E. SCHLOSSSTEIN	IA	258 PEACHTREE SEVENTH BLD.
		D. T. KIRCHNER	SS	50 SEVENTH ST., N.E.
		TOM WILSON &	FD	50 SEVENTH ST., N.E.
		D. K. YOUNG		
IDA.	BOISE	C. E. WHITE	AE	914 JEFFERSON ST.
		WILSON KELLOGG	FV	206 STATE HOUSE
ILL.	CHICAGO	HARRY L. ANDERSON	FD	431 DEARBORN ST., RM 926
		EDWARD J. SHEPPARD	IA	343 S. DEARBORN ST.
		LEMUEL WYATT	LV	999 EXCHANGE AVE.
		JOHN C. BAKER	MI	536 S. CLARK ST.
IND	INDIANAPOLIS	J.T. WISHMIRE	GR	632 EAST NORTH ST.
		RALPH STUP	LV	238 LVSTCK EXCH.BLDG.
		H. J. WISHMIRE	SS	632 EAST NORTH ST.
IOWA	DES MOINES	S. J. GILBERT	AE	506 IOWA BLDG.
		C. J. HYLAND	GR	218 FEDERAL BLDG.
		E. L. HEIMAN	LV	505 IOWA BLDG.
		F. J. SANTO	PY	503 IOWA BLDG.
KANSAS	TOPEKA	J. E. PALLESEN	AE	200 POST OFFICE BLDG.
		E. C. FERRIS	PY	STATE OFFICE BLDG.

STATE	CD Hq CITY	PARTICIPANT	AMS Div ^{1/}	ADDRESS ^{2/}
KY.	LOUISVILLE	J.M. KOEPPER	AE	505 FEDERAL BLDG.
		J.A. McCLURE	LV	231 LVSTCK EXCH.BLDG.
		J.N. FARRIS	PY	P.O. Box 1561
LA.	NEW ORLEANS	J. O. WARDLOW	CN	U.S. CUSTOM HOUSE
		W. M. COSTELLO	DA	3709 S.CARROLLTON AVE.
		FRANK BARLOW	MR	1100 ROBT.E.LEE BLVD.
		ELGIN C. COWART	SS	806 MASONIC TEMPLE BLDG.
MD.	EIKESVILLE	W.S. DAVIS	GR	400 E.LOMBARD ST., BALTIMORE, MD.
MICH.	LANSING	C. J. BORUM	AE	210 POST OFFICE BLDG.
		R. W. STEMWEDEL	PY	LEWIS CASS BLDG., 6TH FLR.
MINN.	ST. PAUL	R. A. BODIN	AE	531 STATE OFF. BLDG.
		E. L. BIDDICK	FV	568 STATE OFF. BLDG.
		A. L. LOWERY	LV	208 FEDERAL BLDG.
		MILTON ANDERSON	MR	1417 P.O. & CUSTOMS BLDG.
MISS.	JACKSON	R. B. CONVERSE	AE	1002 STATE OFF. BLDG.
		E. H. McDONALD	CN	P.O. Box 2346
		MARSHALL DICKERSON	DA	Box 4295, FONDREN STA.
		D. L. TUCKER	PY	Box 4375, FONDREN STA.
MO.	JEFFERSON CITY	J. L. O'BRATE	GR	325 U.S.COURT HOUSE KANSAS CITY, Mo.
MONT.	HELENA	P. J. CREER	AE	421 U.S.Post Off. BLDG.
NEBR.	LINCOLN	A. V. NORDQUIST	AE	203 POST OFFICE BLDG.
		J. L. SKINNER	PY	UNIV.OF NEBRASKA,POULTRY BLDG.
N.J.	TRENTON	GORDON G. BUTLER	AE	211 POST OFFICE BLDG.
N. Y.	NEW YORK	W. C. HACKLEMAN	FV	139 CENTRE ST.
		WM. J. JONES	IA	139 CENTRE ST.
		J. J. O'NEILL	LV	139 CENTRE ST.
		S. A. FLOWER	MI	139 CENTRE ST.
N. CAR.	RALEIGH	H. L. RASOR	AE	207 STATE AGRIC. BLDG.
		F. J. PEPOON	PY	STATE DEPT OF AGRIC.
		W. J. HOFFMAN	SS	CAPITAL ANNEX BLDG.
		W. L. BRADSHAW	TB	407 PARK AVE. EXTENSION
OHIO	COLUMBUS	R. P. HANDY	AE	217 OLD FEDERAL BLDG.
		JOHN WOERNER	DA	79 E.STATE ST.Rm.505
		R. C. WISEMAN	PY	715 STATE OFFICE BLDG.

STATE	CD Hq. CITY	PARTICIPANT	1/	
			AMS Div	2/ ADDRESS
OKLA	OKLA.CITY	D.D. PITTMAN	AE	504 POST OFFICE BLDG.
		D. HERRNSBERGER	CN	408 NORTHWEST FIFTH ST.
		T. BLAKELY	FD	INS.BLDG.,114 N.B'WAY
		H. L. JONES	LV	231 LIVESTOCK EXCH.BLDG.
ORE	SALEM	J. A. BROWNING	GR	3342 U.S.COURT HOUSE BLDG. PORTLAND 5, ORE.
PA.	HARRISBURG	D. O. BOSTER	AE	25 SOUTH OFFICE BLDG.
		H. L. FULMER	FV	131 SOUTH OFFICE BLDG.
		D. A. TAYLOR	PY	Rm.131,SOUTH OFF. BLDG.
S. CAR.	COLUMBIA	CLIFFORD SIMS	AE	U.S. COURT HOUSE
		ROBT. H. HARRIS	CN	2628 MILLWOOD AVE.
TENN.	NASHVILLE	S. T. MARSH	AE	554 U.S.COURT HOUSE
		J. B. McCROSKEY	DA	152 - 4TH AVE. N.
		J. L. HELTON, JR.	GR	625 U.S.COURT HOUSE
		J. D. TUGGLE	LV	901 - 2ND AVE.
TEX.	AUSTIN	C. D. PALMER	AE	509 BARTON SPRINGS RD.
		C. E. COX	CN	5205 AIRPORT BLVD.
		R. T. WILLIAMS	PY	TEXAS DEPT OF AGRICULTURE
UTAH	SALT LAKE CITY	A. R. LARSEN	AE	314 NEWHOUSE BLDG.
		EDWARD L. DELANEY	FD	10 EXCHANGE PLANE,Rm 401
		C. B. WOOLLEY	FV	B-45 STATE CAPITOL BLDG.
		W. G. SAVAGE	PY	402 STATE CAPITOL BLDG.
VA.	RICHMOND	T. L. STUART	AE	1017 STATE OFFICE BLDG.
		V. E. LEVENE	FV	1200 EAST MAIN ST.
WASH.	OLYMPIA	TOM ATKINS	FD	909 FIRST AVE.,Rm 611 SEATTLE, 4, WASHINGTON
		J. C. MURPHY	GR	622 FEDERAL OFFICE BLDG., SEATTLE, WASHINGTON
W. VA.	CHARLESTON	A. R. MILLER	AE	STATE DEPT. OF AGRIC.
		D. W. PUFFENBURGER	PY	STATE DEPT. OF AGRIC.
WISC.	MADISON	W. H. EBLING	AE	421 So. STATE CAPITOL
		F. W. NORRIS	PY	2003 WINNEBAGO ST.
WYO.	CHEYENNE	L. J. HOFFMAN	AE	5 FEDERAL RECREATION BLDG.

1/ AMS DIVISIONS: AE--AGRIC ESTS; CN--COTTON; DA--DAIRY; FD--FOOD DIST;
FV--FRUIT AND VEG; GR--GRAIN; IA--INTERNAL AUDIT; LV--LIVESTOCK; MI--MKTNG INF;
MR--MKTNG RESEARCH; PY--POULTRY; SS--SPEC SVCS; TB--TOBACCO

2/ CITY LISTED ONLY IF NOT SAME AS CD HQ CITY.

ASC State Administrative Officers

<u>State</u>	<u>Name</u>	<u>Address</u>
Alabama	Bernard L. Collins	Old Post Office Building Montgomery, Alabama <u>Phone:</u> Amherst 3-7521
Arizona	Thomas Q. Beatty	1001 N. First Street Phoenix, Arizona <u>Phone:</u> Alpine 8-5851
Arkansas	Clyde P. Lieblong	387 Federal Office Bldg. P. O. Box 2781 Little Rock, Arkansas <u>Phone:</u> Franklin 2-4361
California	William J. Page	2020 Milvia Street Berkeley 4, California <u>Phone:</u> Thornwall 8-2082
Colorado	Carlyle N. Vickers	Rm. 57, New Custom House Denver 2, Colorado <u>Phone:</u> Keystone 4-4151
Connecticut	Philip F. Dean	College of Agriculture Storrs, Connecticut <u>Phone:</u> Garfield 9-2872
Delaware	Paul W. Mitchell	Courtney & Academy Sts. Newark, Delaware <u>Phone:</u> Endicott 8-1542
Florida	O. P. McArthur	Cheops Building 35 North Main Street Gainesville, Florida <u>Phone:</u> Franklin 2-4312
Georgia	John F. Bradley	Old Post Office Bldg. P.O. Box 1552 Athens, Georgia <u>Phone:</u> Liberty 6-8232
Idaho	Alton D. Crowe	1524 Vista Street P.O. Box 4068 Boise, Idaho <u>Phone:</u> 2-6593
Illinois	Willard E. Upp	Rm. 232, U.S.P.O. & Courthouse Springfield, Illinois <u>Phone:</u> Springfield 4-6492
Indiana	Albert H. Jessup	Rm. 516 Park Bldg. 611 N. Park Ave. Indianapolis 4, Indiana <u>Phone:</u> Melrose 2-1551

ASC State Administrative Officers

<u>State</u>	<u>Name</u>	<u>Address</u>
Iowa	Coldren C. Glenn	Rm. 411, Iowa Building 505 Sixth Avenue Des Moines 7, Iowa <u>Phone:</u> Cherry 3-2171
Kansas	Wendell O. Becraft	Wareham Bldg., 417 Humboldt St. Manhattan, Kansas <u>Phone:</u> Prescott 6-9421
Kentucky	Fred B. Wachs, Jr.	Dudley School Building Mill and Maxwell Sts., Lexington 29, Kentucky <u>Phone:</u> 3-1616
Louisiana	Clarence E. Slack	1517 Sixth Street Alexandria, Louisiana <u>Phone:</u> 3-2574
Maine	Lawrence A. Chatto	The Maples, University of Maine Orono, Maine <u>Phone:</u> Orono 6-2312 or 6-3539
Maryland	Dudley C. Aist	Symons Hall, University of Md. P.O. Box 38 College Park, Maryland <u>Phone:</u> Warfield 7-7800
Massachusetts	Leslie C. Kimball	6 Main Street Amherst, Massachusetts <u>Phone:</u> Alpine 3-3173
Michigan	Clarence E. Prentice	Cahill Bldg., 200 N. Capitol Ave. Lansing 4, Michigan <u>Phone:</u> Ivanhoe 5-7161
Minnesota	Elvin J. Person	1104 Main P.O. Building St. Paul 1, Minnesota <u>Phone:</u> Capitol 2-8011
Mississippi	Charles W. Sullivan	420 Milner Building 200 S. Lamar Street, P.O. Box 1251 Jackson 5, Mississippi <u>Phone:</u> 3-2706
Missouri	Joe A. Grant	I.O.O.F. Building 10th & Walnut Streets Columbia, Missouri <u>Phone:</u> Gibson 3-3181

ASC State Administrative Officers

<u>State</u>	<u>Name</u>	<u>Address</u>
Montana	Leo Kolstad	211 No. Grand Ave., P.O. Box 149 Bozeman, Montana <u>Phone:</u> Juniper 6-5471
Nebraska	Robert M. Webb	Rm. 407, U.S. Post Office & Courthouse Bldg., P.O. Box 793 Lincoln 1, Nebraska <u>Phone:</u> Lincoln 5-3273
Nevada	Ervin H. Christensen	1479 Wells Avenue Reno, Nevada <u>Phone:</u> Fairview 2-1228
New Hampshire	Joseph A. Horn	29 Main Street Durham, New Hampshire <u>Phone:</u> 240
New Jersey	H. Earl Propst	College Farm New Brunswick, New Jersey <u>Phone:</u> Charter 7-3400
New Mexico	Dale H. Helsper	1015 Tijeras Ave., N.W. P.O. Box 1706 Albuquerque, New Mexico <u>Phone:</u> CH-7-0311
New York	Byram Leonard	Byrne Bldg., 236 W. Genesee St. Syracuse 2, New York <u>Phone:</u> Harrison 2-1381
North Carolina	Horace D. Godfrey	State College Station Raleigh, North Carolina <u>Phone:</u> Temple 2-0544
North Dakota	Albert J. Sandness	304 de Lendrecie Bldg. P.O. Box 2017 Fargo, North Dakota <u>Phone:</u> Adam 5-5591
Ohio	David T. Herrman	211 Old Federal Bldg. Columbus 15, Ohio <u>Phone:</u> Capitol 1-5811
Oklahoma	Lewis F. Wolfe	Agricultural Center Office Bldg. Stillwater, Oklahoma <u>Phone:</u> Frontier 2-7111
Oregon	Arnold N. Bodtker	Ross Bldg., 209 S.W. 5th Avenue Portland 4, Oregon <u>Phone:</u> Capitol 6-3361

ASC State Administrative Officers

Pennsylvania	Norman C. Dale	928 North Third Street Harrisburg, Pennsylvania <u>Phone:</u> Cedar 4-3106
Rhode Island	Ralph S. Shaw	329-A Post Office Annex Providence 3, Rhode Island <u>Phone:</u> Gaspee 1-4122-4123
South Carolina	Wilder S. Funk	901 Sumter Street P.O. Box 660 Columbia 1, South Carolina <u>Phone:</u> Alpine 6-3558
South Dakota	Olaf J. Jacobson	239 Wisconsin St., SW, P.O. Box 843 Huron, South Dakota <u>Phone:</u> Elgin 2-8721
Tennessee	Joe Maupin	Rm. 579, U.S. Courthouse Nashville 3, Tennessee <u>Phone:</u> Chapel 2-9651
Texas	Garlord F. Osborn	U.S.D.A. Building College Station, Texas <u>Phone:</u> Victor 6-4721
Utah	Glade Allred	Old Terminal Bldg. 222 S.W. Temple St. Salt Lake City 1, Utah <u>Phone:</u> Empire 4-2552
Vermont	Almon F. Heald	481 Main Street Burlington, Vermont <u>Phone:</u> University 4-6889
Virginia	William T. Powers	900 North Lombardy St. Richmond 20, Virginia <u>Phone:</u> Elgin 8-7051
Washington	Melvin A. Ensley	Hutton Bldg., South 9, Washington St. Spokane 4, Washington <u>Phone:</u> Riverside 7-6006
West Virginia	Clarence P. Hott	178 Forest Avenue Morgantown, West Virginia <u>Phone:</u> 8441
Wisconsin	Kenneth H. Hoover	3010 E. Washington Ave., Box 1227 Madison 4, Wisconsin <u>Phone:</u> Cherry 4-1349
Wyoming	Robert J. Rymill	345 E. Second St., P.O. Box 1211 Casper, Wyoming <u>Phone:</u> Casper 2-7109

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington 25, D.C.

The Geographic Areas Assigned to USDA Regional
Liaison Representatives

Area 1 -	Maine
	New Hampshire
Philip B. Hearn	Vermont
Food Distribution Division	Massachusetts
Agricultural Marketing Service, USDA	Rhode Island
139 Centre St., Room 501	Connecticut
New York 13, New York	New York
	New Jersey
Area 2 -	Pennsylvania
	Delaware
Harley E. Banks	Maryland
Cincinnati Commodity Office	Virginia
Commodity Stabilization Service, USDA	West Virginia
222 East Central Parkway	Ohio
Cincinnati 2, Ohio	Kentucky
Area 3 -	North Carolina
	South Carolina
Russell H. James	Georgia
Food Distribution Division	Florida
Agricultural Marketing Service, USDA	Tennessee
50 Seventh Street, N. E.	Alabama
Atlanta 23, Georgia	Mississippi
Area 4 -	
Oscar F. Beyer	Michigan
Food Distribution Division	Wisconsin
Agricultural Marketing Service, USDA	Indiana
431 South Dearborn St., Room 926	Illinois
Chicago 5, Illinois	Missouri

Joint AMS-CSS (ASC) Instructions
for Operation Alert 1959

Area 5 -

H. N. Smith
 State Conservationist
 Soil Conservation Service, USDA
 16-20 South Main Street
 Temple, Texas

Arkansas
 Louisiana
 Oklahoma
 Texas
 New Mexico

Area 6 -

Bernard H. Hopkins
 State Conservationist
 Soil Conservation Service, USDA
 345 E. 2nd Street
 Casper, Wyoming

Minnesota
 Iowa
 North Dakota
 South Dakota
 Nebraska
 Kansas
 Wyoming
 Colorado

Area 7 -

Charles A. Connaughton
 Regional Forester
 Forest Service, USDA
 630 Sansome Street
 San Francisco 11, California

Utah
 Arizona
 Nevada
 California

Area 8 -

John Wenn, Jr.
 Deputy Director, Management
 Portland Commodity Office
 Commodity Stabilization Service, USDA
 1218 S. W. Washington Street
 Portland 5, Oregon

Alaska
 Montana
 Idaho
 Washington
 Oregon

EXECUTIVE OFFICE OF THE PRESIDENT
Office of Civil and Defense Mobilization
Washington, D. C.

April 17, 1959

Resources and Production
Program Memorandum No. 7

FOOD GUIDELINES FOR OPAL 1959

	Section
Definitions -----	1
Functions -----	2
Federal Government Functions -----	2. 1
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1. Definitions

1. 1 For defense planning purposes, the term "food" shall mean all commodities and products, simple, mixed, or compound, or complements to such commodities or products, that are capable of being eaten or drunk by either human beings or animals, irrespective of other uses to which such commodities or products may be put, at all stages of processing from the raw commodity to the products thereof in vendible form for human or animal consumption. For the purposes of this exercise the term "food" shall also include all starches, sugars, vegetable and animal fats and oils, cotton, tobacco, wool, mohair, hemp, flax fiber, and naval stores, but shall not include any such material after it loses its identity as an agricultural commodity or agricultural product.

1. 2 Reference to USDA at any level means either the USDA or any emergency agency established to exercise functions outlined in this Program Memorandum for which USDA may serve as nucleus in event such agency is required before and after attack.

2. Functions

2. 1 Federal Government. Responsibility for carrying out the food functions of the Federal Government has been delegated to the U. S. Department of Agriculture. The plans and programs

developed to fulfill this responsibility are to be carried out within the broad policy and standards established by the Office of Civil and Defense Mobilization.

a. The U. S. Department of Agriculture

(1) Emergency Objectives and Functions. The U. S. Department of Agriculture (USDA) under the policy direction of the Office of Civil and Defense Mobilization will develop, direct, and coordinate plans and programs for the production, processing and distribution of food. The objective of USDA is to provide adequate food under all types of emergency conditions for the U. S. military and civilian uses, non-food industrial uses and essential exports. Operation Alert 1959 will involve a discussion of relationships and responsibilities outlined in this document. Problems will be introduced to illustrate these points but resource data will be supplied on the food activities only at the State and regional levels.

(2) The post-attack distribution functions of USDA extend through the wholesaler level. At the wholesaler level, USDA is responsible for determining the supplies which exceed local requirements and the most effective use of such supplies. Functions relating to the use of home food supplies, retail distribution, and the distribution of wholesaler stocks determined by USDA to be available for local use are the responsibility of State and local Governments.

(3) The responsibilities of USDA will be carried out through the headquarters and the field organization of the department in cooperation with all levels of Government.

(4) The following functions carry out the objectives with emphasis on the immediate post-attack period.

(a) National Level. Normally, USDA National Headquarters will be responsible for National program direction and it will provide guidance to its field offices at the State level. In event communications are disrupted, post-attack programs will be carried out within the framework of National policy and plans established in the pre-attack period. As quickly as communications permit, operational programs for emergency actions will be released to the Nation as a unit. Since OPAL 1959 is premised on a cut-off

situation, national direction will necessarily be limited to providing pre-attack policy guidance to Regions and States.

(b) Regional Level. USDA regional liaison representatives supported by staff representatives of appropriate agencies of the Department, will maintain liaison with the OCDM Regional Offices and will direct activities of USDA in their respective areas when National Headquarters is unable to exercise national direction. The USDA regional liaison representatives will look to OCDM Regional Offices for coordination, and will be under direction of the OCDM Regional Director when USDA National Headquarters is unable to exercise national direction. This latter is the situation assumed under the Standards of OPAL 1959.

(c) State Level. Appropriate USDA offices at the State level under supervision and guidance of USDA at National Headquarters, will carry out emergency food responsibilities within the State including supervision of USDA local offices. USDA State offices will maintain liaison with, support^{1/}, and provide technical advice to the responsible State government officials and others in matters pertaining to food and agriculture. In accordance with prescribed policy, USDA State offices are authorized to act independently if cut off from communications with both USDA National Headquarters and with the USDA Regional liaison representatives.

(c-1) USDA-State Government Relations. Although food and agricultural production, processing and storage will be handled through USDA channels, the State government, field offices of other Federal agencies and the USDA State offices will need to keep each other advised. USDA State offices will keep State officials advised as to the efforts being made. Also the effects of such efforts to obtain supplemental food supplies to meet requirements and including the level of food distribution which the available food supply will permit to be maintained.

(c-2) USDA-Local Military Relations. Problems of supplying military installations with food will often require food from more than a single county. When necessary and possible, USDA State offices will assist military installations in the State to meet their food needs.

1/ See page 8, interpretations

(c-3) USDA-Resource Agency Relations. USDA resource agency relations will be consistent with pre-arranged plans as approved by OCDM. USDA State offices will work with the appropriate field offices of Federal resource agencies to provide essential requisites for farm production, food processing and distribution. The USDA office will work with the State government when an appropriate Federal field office is not available. Such offices may be asked to assist in providing essential labor, providing gasoline and electrical power, locating needed transportation and obtaining priorities and allocations for restoration of essential services.

(d) Local Level. USDA local offices, under supervision of USDA State offices, will carry out emergency food responsibilities at the local level, providing necessary support to local governments and other food claimants. In accordance with prescribed policies, designated USDA local offices are authorized to act independently of higher authority if cut off from communications with USDA State offices.

(d-1) Food Supply. As quickly after an attack as conditions permit, USDA local employees normally would determine the amounts of usable food which can be made available from wholesale establishments, processors stocks, cold storage locker plants, warehouses and on farms within the area.

Such food resource data shall be consolidated with data on home and retail food stocks obtained by the local civil authorities and cooperative plans should be developed for utilizing the part of these stocks and supplies needed to meet local conditions. For Operation Alert 1959, the USDA representatives at county level will not prepare food estimates but may be requested to assist local civil defense people to identify and participate in the solution of food problems. This will contribute to an understanding of the relationships indicated in this document.

If communications are disrupted and it is impossible to get outside help, the local USDA office shall take all actions necessary and possible to provide food to the local civil authorities (or the local food trade) for distribution to the local population (including any evacuees in the area) and to meet local military requirements.

When necessary, the Federal Government^{1/} will freeze stocks of food held by wholesalers and processors and at other distribution levels and release such foods as are needed in accordance with agreed-upon standards. Plans should provide for using perishable foods first so as to conserve storable foods.

(d-2) Food Procurement. If the owners of wholesale or processor stocks of food are unwilling to sell such supplies to normal wholesale or retail outlets, the Federal Government^{1/} will exercise the authority to requisition such stocks as needed.

(d-3) Advice of Civil Authorities. USDA local offices will advise local civil authorities and other local food claimants of the kinds and amounts of food that are available and levels of distribution or rationing which can be supported. On request, USDA local offices will advise local civil authorities as to determining amounts of food in retail channels.

(d-4) In-Transit Food Supplies. Food "in-transit" which cannot be delivered to its destination shall be regarded as part of the National food reserve to be used according to the guidelines provided pre-attack to USDA local offices. Other food in-transit will continue to move to its destination within the Region during OPAL 1959.

(e) General. Primary attention has been focused on the immediate post-attack problems and those which involve intergovernmental and interdepartmental relations. Stability and maintenance of the economy in the longer-range period or under conditions of mobilization without attack will necessitate a shift of emphasis from distribution and utilization of supplies in particular areas at the time the emergency occurs to the evaluation of the continuing supply and requirements situation for the Nation as a whole. This will become the basis for National allocation programs and programs to maintain and adjust food production (Regional role under OPAL 1959 standards). Most of these longer-range functions will be a responsibility of USDA, working closely with other resource agencies in claiming the necessary non-food materials, equipment and manpower. It will continue to work closely with the agencies which determine military, civilian, domestic, industrial and foreign food requirements.

^{1/} See page 8, interpretations

It will control, as necessary, the domestic distribution of farm equipment and commercial fertilizer. Continued cooperation would also be necessary with State and local governments and with the food industry.

- b. Other Federal Agencies. Other Federal agencies have functions and responsibilities relating to the use of food or to the supplying of resources needed for the production, processing or distribution of food. These functional responsibilities include:

(1) OCDM. The Director of the Office of Civil and Defense Mobilization (OCDM), acting for the President, and acting through his Regional Directors as appropriate, coordinates and directs the civil defense and defense mobilization activities of the Federal Government, including guidance as to the relative emphasis and importance of the food program.

(2) Health, Education and Welfare. The inspection of food for safety, purity and wholesomeness is a responsibility and function to be carried out by the Department of Health, Education and Welfare (HEW) and appropriate field personnel for all food products except meat and poultry, which are the responsibility of the USDA. The USDA personnel will fully assist HEW upon request. Planning in this field will be carried out by HEW in cooperation with USDA.

(3) Interior. The Department of the Interior under delegation from the Secretary of Agriculture is responsible for the production of fish and fishery products. Plans for this area will be developed and administered by the Department of the Interior and appropriate field personnel within the scope of the delegation.

2.2 State Governments

a. Emergency Objectives and Functions

(1) The purpose of State civil defense planning is to assure the best possible conditions for the people in a post-attack situation and at the same time provide needed support to the war effort.

(2) It is the post-attack responsibility of State civil government to see that local civil authorities properly manage and supervise all types of emergency distribution of food

available in homes or at the retail level. This includes mass feeding where necessary and food rationing at the retail level to consumers whether formal or informal. In accordance with this document and other pre-arranged plans within the scope of the National Plan (VI F 2 b), State governments would look to USDA for coordination and direction of food resources needed to meet local requirements over and above local resources.

(3) As a part of its civil defense and defense mobilization activities, the state government will assist USDA in obtaining for farmers and food processors such services as: advice on radiation levels, information on use of water supplies, and protection of facilities and priority in installation of essential services. It will also assist in providing protection to food stocks and food supplies from effects of attack.

2.3 Local Governments

a. Emergency Objectives and Functions. The food objective of the local Governments in a post-attack period includes:

(1) any mass feeding that may be required in the local area; and (2) local distribution of food at the retail level including formal or informal rationing.

(1) Food Supply Information. As quickly as possible after an attack or National disaster occurs, the local civil authorities and the local USDA employees will survey remaining usable food supplies in the area. Local civil authorities will determine the amounts of usable food in homes and retail establishments (including restaurants, hotels, schools, churches and hospitals). Local civil authorities will, jointly with local USDA personnel, determine the level of food consumption that can be maintained. Plans should provide for maximum use of perishable foods and conservation of the more storable foods. For Operation Alert 1959, USDA employees will not participate in surveying food stocks.

(2) Food Distribution Controls. Local civil Governments have control over distribution and use of commercial food stocks in retail food stores in an emergency period. They will also institute any mass feeding programs that are necessary. They have responsibility to institute any food rationing or other control measures needed to fit the immediate local conditions following methods and procedures developed by the State and Federal Governments. If local Governments need more food

than is available at retail level and in homes, they will request assistance from the local offices of USDA in accordance with this document and provisions of the National Plan (VI F 2 a).

(3) Food Safety Information. USDA and HEW, in cooperation with local civil Government, will advise local people as to what foods can safely be used and what personal precautionary actions should be taken. This includes advice to farmers and the local food industry as to the safety of resuming operations.

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Interpretations relating to this Memorandum Extracted
from an errata sheet for Program Memoranda

It is to be understood that nothing in Program Memorandum No. 7, including support of State Governments, is to be construed as limiting the control of USDA over its field establishment or infringing upon its integrity of command.

Where the term Federal Government is used in connection with a food requisitioning action, it includes the USDA and any other Federal agencies that may be required to assist USDA in its requisitioning process.

EXECUTIVE OFFICE OF THE PRESIDENT
Office of Civil and Defense Mobilization
Washington 25, D. C.

April, 1959

Resources and Production
Program Memorandum No. 8

OPAL 1959 SUPPLY-REQUIREMENTS GUIDELINES
PART II - FOOD

1. General

1.1 For the purpose of Operation Alert 1959, resource data prepared and furnished by USDA for Operation Alert 1958, with minor adjustments, will be used at State and Regional levels. The methodology described in this attachment was used in determining these data. The use of previously prepared statistical data for OPAL 59 will allow emphasis to be placed on solving operational problems that arise from the surplus and deficit areas created by the attack pattern. The operational guidelines to be used in this exercise are given in "OPAL 1959 Food Guidelines".

1.2 Food resource data were not prepared at the county level in Operation Alert 1958 and detailed statistical analyses of this type are not to be made locally in the 1959 exercise. However, as an aid in understanding and evaluating the type of problems which might arise, participants at the local or county level should also be familiar with the factors used in estimating food requirements and supplies in an emergency.

2. Factors Used in Food Requirements and Supply Analyses

2.1 During the initial period following attack, food is one of the most critical resources needed for human survival. It is important, therefore, that immediate action is taken to determine requirements and available supplies of food to provide dietary needs of the surviving population.

2.2 Following is a brief discussion together with standards and guidelines for:

a. Determining requirements of food to feed the surviving population;

b. Estimating surviving food supplies that will be available for this purpose;

c. Determining surplus food supplies that can be released for use in other areas and;

d. Determining deficits in available supplies that must be made up from surplus food stocks of other areas.

3. Food Requirements

3.1 The essentiality of food for survival cannot be determined in specific amounts of particular items of food. No single item with the exception of milk for small children, can be classed as essential by itself. At the outset, caloric content rather than variety of food is the essential factor. Thereafter a satisfactory daily diet should include at least one item from the six main food classes listed below.

3.2 Within this general framework almost unlimited substitution, in accordance with available supplies, is acceptable nutritionally. To the extent, however, that certain segments of the population require special foods or diets they should be accommodated wherever available supplies permit. For example, if milk supplies are limited, preference should be given to children under two years of age, pregnant and nursing women. Special food preparations where possible should be reserved for people such as diabetics who require special diets.

3.3 The six main food classes are:

a. Meat group - protein foods

- (1) beef, veal, pork, mutton and lamb
- (2) poultry, eggs, fish
- (3) dry beans and peas

b. Milk group - all forms

- (1) fresh
- (2) dried, non-fat, cheese
- (3) evaporated

c. Flour and cereals

d. Fruit and Vegetable group

- (1) dried and concentrated
- (2) fruits, fresh, canned and frozen
- (3) vegetables, fresh, canned and frozen
- (4) potatoes, white and sweet

e. Food Fats and Oils group

- (1) butter and margarine
- (2) lard, shortening, salad and cooking oils, salad dressing, etc.

f. Sugar and Sweets group

- (1) sugar, all types
- (2) sirup, molasses, honey and fruit spreads, etc.

3.4 Requirements should be estimated in terms of the man-days of food required to feed the surviving population at 2200 calories per day. Two estimates will be made (1) for the first 30 day period following the attack, and (2) for the 31 through 90 day period following the attack. This is accomplished by simply multiplying the number of persons that require feeding (in the reporting area--town, city, or county summarized and supplemented by the State) by 30 and 60 to determine total man-days of food that will be needed for the respective periods. In projecting food requirements persons displaced from other areas and who will reside in the reporting area should be included in man-day food requirements. These calculations should take into consideration the estimated time certain of the population would be pinned down by fallout and are thus inaccessible. For these people requirements should be estimated from the time when supplies can be provided to them for the first 30 day period and the 31 through 90 day period.

4. Food Supplies

4.1 Food supplies include stocks of food in the following inventory categories which have not been destroyed and are accessible and which can be provided for use by the surviving population during the first 30 day period and the 31 through 90 day period respectively.

- a. Home food supplies
- b. Retail grocers and restaurants
- c. Schools and public institutions
- d. Wholesalers
- e. Refrigerated warehouses
- f. Dry storage warehouses
- g. Frozen food locker plants
- h. Food processors
- i. Food assembly points (Public stockyards, auction markets, egg assembly points, milk collecting points, etc.)
- j. Food stocks on farms (except stocks in farm homes)
- k. Food in transit but within the area (railroad card trucks, etc.)

4.2 Inventories of food in available home supplies are estimated as follows on the basis of the pre-attack population in undamaged areas free from radiation.

<u>Type of Home</u>	<u>Assumed Per-Person Food Supply</u> (number of days)
Urban-Apartment	4
Urban-House	7
Suburban House	10
Rural Nonfarm House	15
Farm House	25

(The above standards are for use in OPAL - 59 only)

4.3 Food supplies available in other inventory categories are estimated in terms of pounds of consumable food in the main food classes and categories listed in Section A(Food Requirements).

4.4 Baked goods in bakeries are estimated as one-man day of food supply per capita of the pre-attack population. Flour and other raw materials in bakeries on D-Day should be reported as food processor inventories.

4.5 In addition to available food inventories, food supplies include food that can be produced and made available for human use during the first 30 day period and the 31 through 90 day period. This will include consumable food that can be processed from raw food supplies on hand in the area as well as consumable foods that can be produced and supplied directly by farms in the reporting area. This should include consumable meat equivalent of livestock in the area except dairy cows and breeding stock, which would be processed under the assumed conditions. For this purpose, the amount of edible meat per carcass to be applied against the Man Day Conversion Factors is as follows:

	<u>Total Pounds</u>
Beef	525
Veal	125
Lamb and Mutton	46
Pork	133
Lard per head of pork	33

4.6 Food available from inventories and from new production expressed in pounds is converted to man-days of food at a daily diet level of 2200 calories by use of the ratios listed in the attached reporting format.

4.7 Estimates should include stocks of consumable food that will become available as radiation levels decline. Estimates will also include supplies that can be obtained from farm production and food processing facilities that will be able to resume operations.

4.8 In case of an actual attack, the U.S. Department of Agriculture representatives at each appropriate level, i.e. regional, State and county, would make the food supply estimates for other than retail and home levels. However, for Operation Alert 1959, such estimates will not be made at the local or county level, and data prepared by USDA for Operation Alert 1958 will be used at the State and Regional level. For

Operation Alert 1959, local USDA representatives may be requested to assist local civil defense people to identify and participate in the solution of food problems resulting from the exercise.

5. Food Surpluses and Deficits

5.1 Food surpluses and deficits are determined by comparing man-days of food required with available man-days of food supplies.

5.2 The attached summary and reporting format illustrates the process to be followed and the data to be furnished for the first 30 day period and the 31 to 90 day period. This format will be used for detailed computation of food requirements where such computations have not been previously determined or supplied by Department of Agriculture.

6. Support Requirements

6.1 Support requirements for transportation, agricultural fuels, electric power and manpower should be developed in accordance with Annex II, Section III of the Standards for Operation Alert 1959 and to Resources Program Memoranda applicable to these services. Effect of shortages in support requirements should be translated into effect on food supply situation.

FACTORS FOR USE IN ESTIMATING SUPPLY AVAILABILITY
FOOD

Major Food Categories and Items	To convert from pounds to man-days multiply by
1. Meat group-protein foods	
a. beef, veal, pork, mutton and lamb	0.51
b. processed meat products	0.51
c. poultry, eggs, fish	0.30
d. dry beans and peas	0.73
2. Milk group-all forms	
a. fresh	0.14
b. dried, non-fat, cheese	0.77
c. evaporated	0.28
3. Flour and cereals	0.77
4. Fruit and Vegetable group	
a. dried and concentrated	0.45
b. fruits, fresh, canned and frozen	0.11
c. vegetables, fresh, canned and frozen	0.06
d. potatoes, white and sweet	0.14
5. Food Fats and Oils group	
a. butter and margarine	1.48
b. lard, shortening, salad and cooking oils, salad dressing, etc.	1.84
6. Sugar and Sweets group	
a. sugar, all-types	0.79
b. sirup, molasses, honey and fruit spreads, etc.	0.43

Excerpts from OCDM "Policy and Operational Guidelines for Operation Alert 1959" of importance to Food and to the U. S. Department of Agriculture

PART III. OPERATIONAL ASSIGNMENTS TO PERMANENT AND EMERGENCY FEDERAL AGENCIES

Operational Assignments include established emergency functions, both pre- and post-attack, and new functions which would be added in a civil defense emergency. They also include agency assignments in a civil defense emergency. They also include agency assignments relating to other statutory responsibilities which would be given renewed emphasis as soon as conditions post-attack permit and for the performance of which skeleton organizations would be maintained within the agencies concerned during the immediate post-attack period.

12. THE DEPARTMENT

OF AGRICULTURE: Subject to the direction, coordination and control of the Office of Civil and Defense Mobilization, directs the production, processing and distribution of food (as defined by Executive Order 10840) except at the retail level, including the allocating and supplying of food to claimants; and the domestic distribution of farm equipment and commercial fertilizer for which the Department of Agriculture has responsibility.

Provides credit for feed, seed, fertilizer, equipment, buildings, land water facilities, and other agricultural purposes; directs programs for conservation and improvement of soil and related water resources and for national forests; protection and management, and cooperation with States for production of forest products; fire control services in rural areas; defense against chemical and biological warfare and the hazards of residual radiation on animals, crops and processed food; farm community counseling; guidance on disaster preparedness to those industries concerned with food processing, distribution and storage; conducts research essential to agricultural defense.

C. INITIAL ACTIONS BY OTHER FEDERAL AGENCIES

Certain action steps in this section provide specifically for action by field establishments of agencies. The field offices of the agencies indicated hereinafter are expected to take necessary actions in accordance with implementing documents and other available authority until further direction is forthcoming from higher authority.

2. FOOD: This section includes the actions required initially to mobilize agriculture and the food industry, including the facilities and services for the production, processing and distribution (excluding retail) of food. It also includes actions required for the production of fish and fishery products. Excluded are products when processed for nonedible use. These represent actions taken at an appropriate time beginning D-Day by the Department of Agriculture and the Department of the Interior. Operational implementation or completion of necessary follow-up action could run far into the future. Documents implementing many of these actions will be found in the Exercise Federal Register.

- a. Determine the effect of attack on food inventories and on food production, processing and distribution facilities, along with remaining resources and capabilities.
- b. Arrange for salvage of CCC-owned stocks and provide incentives to industry for the salvage of commercial stocks wherever possible. Provide for channeling of salvaged stocks to other storage locations.
- c. Estimate the relationship of attack damage to food requirements and supplies.
- d. Make food distribution decisions affecting the claimants. Issue necessary orders to insure maximum availability of existing supplies and to channel supplies into the most essential uses.
 - 1) Assist in obtaining food in cases where action of the Federal Government is necessary.
 - 2) Issue priorities, stock limitation, anti-hoarding orders, and other measures to provide the transition from a stock-freeze to orderly distribution.
 - 3) Advise rationing authorities at all levels regarding the availability of food for consumer rationing.

- e. Prepare for the longer range food allocation program; activate Food Allocations Board; and continue Interagency Food Requirements Committee as a subordinate body.
- f. Utilize CCC Stocks and procure food as necessary to supply military, civilian and other claimants.
 - 1) Coordinate Government food procurement, including military.
 - 2) Prepare longer range procurement actions such as "set-aside orders" designed to supply the military, industry, civilians and our allies and to insure consistency of all Government food procurement with food allocations.
- g. In cooperation with State agencies, protect livestock and crops from diseases and pests and maintain a supply of safe, wholesome food.
 - 1) Activate State-Federal Emergency Animal Disease Eradication Organizations.
 - 2) Take measures to prevent, suppress and eradicate outbreaks of devastating animal diseases.
 - 3) Strengthen plant pest and plant disease detection and warning services.
- h. In cooperation with Department of Health, Education and Welfare, inspect food plant facilities, manufacturing procedures, and manufacturing controls.
- i. Take steps to maintain required food production and processing.
 - 1) Issue list of food commodities most urgently needed.
 - 2) Arrange, in cooperation with appropriate agencies, financial and other assistance to farm enterprises.
 - 3) Establish production goals and necessary production incentives.

- j. Stimulate the domestic production of certain strategic agricultural commodities in accordance with programs certified by OCDM.
- k. Issue directives ordering field staffs to cooperate with established organizations to suppress rural fires.
- l. Carry out directly or participate in emergency allocation or distribution actions at national and field levels relating to non-food requisites and services necessary to carry out the food program and rural fire control.
 - 1) In cooperation with responsible agencies, alleviate shortages of fuel, power and energy and other production and processing supplies and transportation.
 - 2) In cooperation with the Department of Commerce, provide construction materials, equipment and supplies for repair or restoration of essential on-farm and food processing and distribution facilities.
 - 3) Direct the domestic distribution of farm equipment and commercial fertilizer, including the requisitioning of these items if necessary.
 - 4) In cooperation with the Department of Commerce, expedite solution of component part and raw material supply problems to enable non-food requisites manufacturers to continue production.
- m. Estimate, present and justify requirements for non-food materials and facilities needed in support of food production, processing, distribution and rural fire control.
- n. Estimate requirements for manpower on farms, in food processing and distributing facilities, and for rural fire control; and present to and justify requirements before manpower agencies.
- o. Cooperate with manpower agencies in developing adequate programs for the utilization of manpower following attack.
- p. The Department of the Interior will take steps to maximize fish supply at producing and processing levels.

- 1) In cooperation with appropriate agencies, direct fishing vessels to operable ports where fish processing and refrigeration facilities are available, and direct adjustment in operations of such facilities to accommodate, insofar as possible, the new pattern and volume of landings.
 - 2) Assess damage to the fishing fleet and to fish-processing facilities and report remaining productive capability to the Department of Agriculture.
 - 3) Direct operation of fishing fleets, fish-processing facilities, and storage plants to assure maximum effectiveness in meeting requirements for fish and fishery products.
- q. The Department of the Interior will cooperate with the Department of Agriculture in obtaining the required production of fish and manufactured fishery products.
- r. The Department of the Interior will estimate requirements for non-food materials and facilities needed in support of fish production and processing, and allot to those engaged in such activities, the materials and equipment allocated to the fishing program.

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Note: The above action steps, while issued here for exercise purposes, are the steps the U. S. Department of Agriculture and Department of the Interior intend to follow if the necessity should ever occur.

ACTION BY: *Employees Designated to Participate in the
Regional Phase of Operation Alert 1959*

Operation Alert 1959

This Auxiliary and attachments provide instructions for AMS employees who will participate in the Regional Phase of Operation Alert 1959 (OPAL 59) on July 8, 9, and 10, 1959.

I DESIGNATION OF AMS PARTICIPANTS

A Designated Personnel. AMS employees designated to participate in the regional phase of OPAL 59 include the following:

1 Personnel designated as Regional Liaison Representatives (RLR's) in Secretary's Memorandum No. 1398, Supplement 1, Revised, dated 3-20-59;

2 Deputy RLR's;

3 The First Alternates to the RLR's on the Regional Civil and Defense Mobilization Boards;

4 The Primary Agency Representatives of AMS on the staffs of the RLR's; and

5 A limited number of stenographic personnel on the staffs of the RLR's.

B Substitute Personnel. Under unusual circumstances which make it impractical for designated individuals to participate, substitute personnel may be designated by the RLR for participation in OPAL 59 with the concurrence of the substitute's headquarters division.

II SECURITY CLEARANCE

Participants functioning at the Office of Civil and Defense Mobilization (OCDM) regional sites must have security clearance of not less than SECRET.

III RESPONSIBILITIES

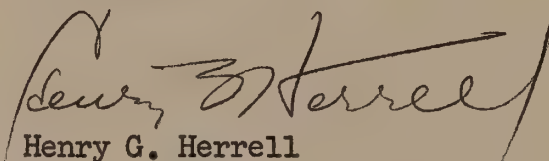
Participating personnel shall function as representatives of the U. S. Department of Agriculture and not as members of the staff of the OCDM Regional Office. They shall be guided by instructions contained in USDA RLR Op. Alert 1959 Memorandum No. 10, as revised by Memorandum No. 13, both attached.

IV HOURS OF WORK

Participants in the regional phase shall observe their regular number of work hours. No overtime work is authorized.

V ADDITIONAL MATERIAL TO BE SUPPLIED

Additional information, data, and instructions will be supplied participants by the RLR's in their respective areas.



Henry G. Herrell
Assistant Administrator for Management

Attachments

UNITED STATES DEPARTMENT OF AGRICULTURE
Commodity Stabilization Service
Washington 25, D. C.

Food and Materials Requirements Division

USDA RLR OP. ALERT 1959 MEMORANDUM NO. 13

May 11, 1959

To: USDA Regional Liaison Representatives

From: Director

Franklin D. Meyer

Subject: Revisions of RLR Op. Alert 1959 Memorandum No. 10

As a result of the meeting with RLRs or their representatives from Areas 1, 2, 3, 4 and 7, on May 6, 1959, a few revisions are being made in USDA Op. Alert Memorandum No. 10, which was labeled "tentative" when it was originally distributed. Since the revisions are not substantial, the memorandum will not be reduplicated, but you should use it with these revisions in mind:

Page 1: Delete the words "To the extent feasible, taking into account travel costs, important regular work assignments and related factors" from the second sentence of the third paragraph under II.

Explanation: This change is designed to emphasize that the personnel in the categories mentioned are to make every effort to participate in the exercise.

Page 3: Add the following sentence at the end of the first paragraph under IV C: "Personnel at the OCDM site during the exercise must have a minimum of Secret clearance."

Explanation: This security requirement should be no problem where members of the RLR regular staffs are concerned since all are cleared or are in the process of being cleared at least for "Secret". USDA in Washington will give OCDM information regarding the security status of USDA personnel who are designated to participate at the OCDM regional sites.

Page 5: Add at the end of VI, C., the words "and the solutions which are worked out during the exercise."

Explanation: Reports of the exercise should make a brief reference to solutions, as well as to the problems themselves.

Page 5: Insert the words "food and timber" following the words "Final evaluation of", under VI D 2.

Explanation: This addition is for clarity. In reporting on timber, go as far as you can on data available.

Exhibit 1, Page 2: Change the reference to reports just ahead of "B" in Exhibit 1 to read "Reports from exercises at county and state levels when available."

Explanation: This recognizes that you will receive the results of county, as well as state exercises. As now planned, the reports from the county and state food exercises will be submitted direct to Washington. The FMRD will send summaries of these reports to the RLRs prior to June 15.

In checking with the OCDM Regional Office regarding hours of duty, agenda, need for secretarial help, etc., (as indicated in second paragraph under IV C) inquiries should be made concerning availability of space and equipment for USDA participants. Any problems which cannot be resolved locally should be reported promptly to FMRD.

UNITED STATES DEPARTMENT OF AGRICULTURE
Commodity Stabilization Service
Washington 25, D. C.

Food and Materials Requirements Division

USDA RLR OP. ALERT 1959 MEMORANDUM NO. 10

May 1, 1959

To: USDA Regional Liaison Representatives

From: Director

Dwight W. Meyer

Subject: Role of USDA Regional Liaison Representatives
and their Advisory Groups in the Regional
Phase of Operation Alert 1959

I. Purpose

This instruction amplifies Op. Alert 1959 Instruction 2 pertaining to the regional phase scheduled for July 8, 9 and 10.

II. Organization and Participation

The assumptions do not contemplate an emergency food agency, so the exercise will be carried out through the existing structure of the U. S. Department of Agriculture.

The USDA Regional Liaison Representatives will be in charge of USDA participation in their areas during the regional phase of OPAL 1959. This is necessary since the exercise assumes that contact with USDA national headquarters has been cut off. Under these circumstances, each RLR is responsible for directing all USDA programs in his area. He can, for example, issue necessary food orders and take other actions pertaining to the food situation. The RLR will receive policy guidance and direction, as necessary, from the OCDM Regional Director. Even in a cut-off situation, it is understood, however, that the OCDM Regional Director will utilize the delegate agencies to the maximum extent and should not try to carry out with his own staff work which is the responsibility of the delegate agencies.

Each RLR will be assisted by selected members of his advisory group. To the extent feasible taking into account travel costs, important regular work assignments and related factors, the exercise staff will include the Deputy RLR, the first alternate to the RLR on the Regional Civil and Defense Mobilization Board and the other primary agency

representatives. Substitutions can be made where necessary to provide adequate agency coverage. Other members of the RLRs regular staff will not take part, except where it is necessary to call on secretarial help or other persons with specialized background.

Field offices of existing USDA agencies have been asked to make their resources and facilities available to support the RLRs as needed. However, data developed in Operation Alert 1958 will be used again and work done at that time will not be repeated.

The RLR and his exercise staff will meet with the OCDM Regional Director and representatives of other government agencies at the OCDM site for the exercise on July 8, 9 and 10. Although the RLR and his exercise staff will meet at the OCDM site, they will be carrying out the responsibility of USDA and will not become members of the OCDM regional staff.

For purposes of the exercise, Minnesota will be part of Region 6 and Missouri will be part of Region 4. Alaska will be regarded as a part of Region 8, although very few data for Alaska are available.

III. Objectives of the Exercise

The exercise at the regional level is designed to examine further the resource data developed in Op. Alert 1958 so as to determine the interrelationships of one resource with another. This will throw further light on the problems which might arise and will be a basis for necessary plans and actions. Another major objective will be the achievement of a fuller understanding of relationships between USDA RLRs and OCDM Regional Directors.

Tests, and/or discussions, will include the adequacy of rural fire plans and programs.

The exercise does not cover biological and chemical warfare. However, representatives of the Agricultural Research Service will be available to give advice on the effects of fallout.

While the RLRs have no responsibility for state and local phases of Op. Alert 1959, they should be able to discuss the plans for these phases with personnel at the OCDM regional offices. A major objective of Op. Alert 1959 at the state and local levels is to make possible a meeting of USDA county and state representatives with appropriate representatives of local and state governments in order to discuss working relationships and emergency responsibilities. These relationships will

conform to provisions of the OCDM Resources and Production Memorandum No. 7 (Food Guidelines) which contains excerpts from the proposed Food Plan Annex to the "National Plan for Civil Defense and Defense Mobilization".

IV. Preparation for the Exercise (prior to July 8)

A. National Level

Prior to July 8, 1959, the Food and Materials Requirements Division will furnish each RLR with instructional material and resource data shown on the attached list (Exhibit 1). The instructional material will provide the basic framework and rules for the exercise.

As far as rural fire defense is concerned, the material furnished will place emphasis on equipment and manpower needed in the fire fighting operation and the functions which should be carried out at the regional level.

B. State Level

By June 15, RLRs will receive copies of reports of USDA participation in the state exercise.

C. Regional Level

Each RLR should select his exercise staff in accordance with the provisions of this instruction and give FMRD a list of the names not later than May 20, 1959. The RLR should also forward a copy of the list to the OCDM Regional Director.

Each RLR should find out from the OCDM Regional Director the hours of duty and the agenda for activity on July 8, 9 and 10, and should inform his exercise staff accordingly. He should also determine whether it is necessary to provide any secretarial help. If secretarial help must be provided by USDA, the RLR should attempt to use a secretarial member of his staff who is nearest the OCDM site.

Each RLR will furnish to the OCDM Regional Director, including the OCDM Director of the Regional Resources and Production Office, copies of all USDA instructional material relating to Op. Alert 1959, and appropriate portions of the resource data. It should be understood, however, that detailed analyses of these data will be made by USDA. He should also flag with the OCDM Regional Director the more obvious problems which will require attention at that level during the exercise on July 8, 9 and 10.

Each RLR will provide information on requirements for non-food requisites to regional representatives of other resource agencies with the suggestion that they review the data and give a preliminary indication by June 15 of the extent to which the requirements can be met.

Each RLR should plan with his exercise staff prior to July 8 for the purpose of (a) reviewing guidance and instructional material; (b) evaluating resource material supplied; (c) determining the types of action which RLRs should be prepared to take if an emergency of such magnitude occurred; and (d) reviewing problems to be discussed with OCDM and representatives of other agencies on July 8, 9 and 10. Any meeting held should take into account the location of participants and travel costs.

In preparation for the exercise, each RLR will make every practicable effort to attend or be represented at every meeting called by the OCDM regional office involving subject matter of interest to the USDA.

If the OCDM regional office asks the RLR to distribute exercise material within his area to participants at the state level, the RLR should be careful to give the material to those who have been assigned responsibility for USDA participation at the state level and he should be sure that any material not completely consistent with USDA instructions is first cleared with FMRD. USDA participation at the state level on food is a responsibility of AMS and CSS (ASC), on rural fire the Forest Service and on fallout information ARS. The joint AMS-CSS instructions indicate who the food participants are in each state.

V. Play of the Exercise (July 8, 9 and 10)

On July 8, 9 and 10, the RLR and his exercise staff will give particular attention to resource problems which require joint consideration of OCDM and other resource agencies and to carrying out the objectives stated in III above.

Availability of certain non-food requisites may require reconsideration by the USDA representatives of the relation between food requirements and supplies. This in turn may require reconsideration of food available for major claimants in shortage areas and the support which could be given to other areas. It might then be necessary to consider further the implementing orders or other actions which the RLR should take.

Non-food requisite availability might also change the fire defense capability and necessitate a reconsideration of actions in that area.

VI. Reports

Each RLR should submit to FMRD by July 20 a report in triplicate on the regional phase of Operation Alert 1959. This material will be used in preparing for the national phase in August.

The report should:

- A. Estimate the man-hours expended by the RLR and his staff and costs for items which would not have been incurred except for the exercise.
- B. Indicate whether there is a common understanding of responsibilities and working relationships between the RLR and OCDM regional staff, and if not, why.
- C. Give the problems which the RLR submitted to the OCDM Regional Director for the exercise.
- D. In relation to food and timber resources, furnish information on the following:
 - 1. Quantities of non-food requisites determined to be available in relation to amounts requested for first 30 days and the next 60 days after attack.
 - 2. Final evaluation of supply and requirements taking into account the availability of non-food requisites for the first 30 days and the next 60 days after attack.
 - 3. Differences between final figures given in response to (1) and (2) above and figures furnished from Washington.
 - 4. Actions the RLR found to be necessary at the regional level.
 - 5. Necessary action which could be taken only at the national level.
 - 6. Adequacy of existing plans as a basis for necessary action.
- E. For rural fire defense, furnish information on the following:
 - 1. Decisions with respect to equipment, manpower, transportation and supplies for rural fire defense for the first 30 days and the next 60 days after attack.
 - 2. Effect of actions on the rural fire situation.
 - 3. Actions which would have to be taken by the RLR.
 - 4. Actions which could be taken only at the national level.
 - 5. Adequacy of existing plans as a basis for necessary actions.
Indicate any changes which are needed in the plans.
- F. In relation to advice on fallout, furnish information on the use made of ARS veterinarians designated as radiological consultants in each area.

MATERIALS BEING SUPPLIED RLRs FOR USE IN
OPERATION ALERT 1959

A. General

OCDM Standards for Op. Alert 1959

The Standards outline generally the scope and objectives of the various phases of the exercise. Annex 1 can now be disregarded, however, since it relates to the April alert. Annex 2 discusses the May, June and July phases at the local, State and regional level.

OCDM Policy and Operational Guidelines for Op. Alert 1959

This document contains, among other things, a discussion of emergency organization, operational assignments to permanent and Federal agencies and the action steps which would be appropriate in the food area in event of attack. It should be particularly noted that "with respect to Federal operations, initial reliance in a sudden emergency is placed on the built-in readiness of existing departments and agencies." This document should be preserved for continuing reference.

Emergency Federal Register

The Emergency Federal Register will include basic documents supporting the action steps for OCDM and the other Federal agencies. In the case of food it will include documents covering inventory freeze, anti-hoarding, distribution and use controls, priorities, requisitioning, set-aside as an aid to procurement, orders relating to the domestic distribution of farm equipment and commercial fertilizer and a delegation of authority regarding administration of the orders in the field together with a policy guidance statement on the use of the delegated authority. This document should also be retained for future reference.

OCDM Resources and Production Memorandums

The OCDM Resources and Production Memorandums cover a variety of subjects. For example, Program Memorandum No. 7 contains excerpts from the Food Plan Annex to the "National Plan for Civil Defense and Defense Mobilization" and Program Memorandum No. 8 contains factors for use in calculating food supplies and requirements in an emergency. These two program memorandums should be retained.

USDA Op. Alert 1959 Instructions and Implementing Instructions

The USDA Op. Alert 1959 instructions relate to the manner in which USDA will conduct the exercise. Op. Alert 1959 Instruction 1 is a general statement with a few specific references to the April alert phase. Op. Alert 1959 Instruction 2 provides the framework for the

exercise in May, June and July at the local, State and regional levels insofar as USDA is concerned. Instruction 2 provides for implementing instructions to be prepared and issued by USDA agencies as follows:

Local and State phases - food	AMS and CSS
Local and State phases - rural fire	Forest Service
Fallout consultation	ARS
Regional phase including role of RLR	FMRD
(This will be in a series of RLR Op. Alert 1959 memoranda including the present memo)	

Copies of these implementing instructions are being sent to you as they become available. They include, for example:

EO Notice 13 "Operation Alert 1959 - ASC County Office Participation"

"Joint AMS-CSS (ASC) Instructions for Participants in the State Phase - Operation Alert 1959" covered by EO Notice 14 in CSS and other memos for AMS

"DM-Civil Defense-OPAL 1959" of the Forest Service.

Reports from exercise at State level, when available.

B. Requirements and Supply Data

1. Food and Support Items

Food requirements and supply analysis with State breakdown and regional totals based on work done in 1958 by 20 States and by FMRD for the remaining States for D Day to D + 30 days and for the following 60 days. (In addition to the data being supplied from Washington, RLRs should utilize data which they and their staffs accumulated in Operation Alert 1958. These data should also be taken to the OCDM site.)

Requirements estimates for transportation, fuels, electric power and manpower, by region with State breakdown where possible, and developed on basis of 1958 attack pattern for D Day to D + 30 days and for the following 60 days. Brief discussion papers accompany the food requirements and supply analysis and requirements estimates for non-food requisites. These are designed to aid in identifying problems.

2. Timber

Data as nearly comparable as possible to that furnished on food will be furnished on timber.

3. Rural Fire

Requirements estimates for supporting requisites.

AMS, AGRICULTURAL ECONOMICS DIV
STATISTICAL AND HISTORICAL
RESEARCH BRANCH
2-20-54
AGRICULTURAL HISTORY SECTION

ACTION BY: *Program Division Directors*
AA, AS, PE, and SS Divisions
Field Offices

Emergency Preparedness Program for AMS Field Offices

I PURPOSE

This Instruction formalizes a program in AMS for achieving readiness in field offices in case of a national emergency.

II NATIONAL EMERGENCY POLICY

The national emergency policy is based principally upon the National Plan for Civil Defense and Defense Mobilization. The National Plan, with all of its Annexes, is available with AMS Instruction 107-5. Annexes to the National Plan of particular significance to AMS are the following:

Annex 31, National Food Plan, which establishes criteria, procedures, and responsibilities for assuring production, processing, storage, and distribution of food under emergency conditions. It specifies the respective responsibilities of Federal, State, and local governments as well as those of industry and the public.

Annex 1, Planning Basis, which defines emergency conditions and assumes certain attack and defense situations.

Annex 27, Emergency Economic Stabilization, which describes rationing, price control, and other economic stabilization programs.

III DEPARTMENTAL AUTHORITY AND RESPONSIBILITY

The Department has been given substantial responsibilities in the Federal emergency preparedness program. Executive Order 10998 (Exhibit A, attached) makes specific assignments to the Department, including responsibility for food resources and food resource facilities. In

(III)

addition it provides for redelegation of responsibilities within USDA. Executive Order 10958 (an extract of which is attached as Exhibit B) assigns responsibility to the Secretary for stockpiling food.

IV ASSIGNMENT OF RESPONSIBILITIES WITHIN THE DEPARTMENT

Secretary's Memorandum 1489, Revised (Exhibit C, attached) assigns to Department agencies defense responsibilities to be carried out at national, regional, State, and county levels. The objective is to build full capability into existing Department organizations to carry out emergency programs. The Memorandum specifies that defense responsibilities will be regarded as equal in importance to regular programs and activities. It also authorizes the establishment of Regional, State, and County (or Metropolitan Area) Defense Boards.

V RESPONSIBILITIES ASSIGNED TO AMS

A Food Management. AMS is responsible for pre-emergency preparedness and emergency operations relating to management of food from the time it enters marketing channels until it ceases to be a Department responsibility. This responsibility does not include distribution at the retail level which is a State government responsibility. The specifics of this assignment are contained in paragraph 4 of Secretary's Memorandum 1489, Revised (see Exhibit C).

B Radiological Monitoring. AMS is responsible for maintaining a capability for radiological monitoring of (1) poultry slaughtering and processing plants subject to continuous AMS inspection, and (2) agricultural commodities (including grain) owned by the Commodity Credit Corporation or the Department (except those stored on farms, ranches, or at bin sites).

C Representation on USDA Defense Boards. AMS is responsible for providing representation on USDA Regional and State Defense Boards and, to the extent approved by the Administrator or his designee, on County (or Metropolitan Area) Defense Boards. Exhibit D, attached, is a list, by region, of AMS representatives on the USDA Regional and State Defense Boards.

(V.C)

1 USDA Regional Defense Boards. The USDA Regional Defense Board comes into being only if in the event of an emergency it is impossible for the regional staff to contact USDA national headquarters. However, agency representatives on such boards are designated to assist in developing readiness to carry out emergency responsibilities. The AMS representative is known as the Regional AMS Representative (or RAR). He is designated by, and is the official representative of, the Administrator in the region.

2 USDA State Defense Boards. AMS representatives on USDA State Defense Boards are designated by, and are the official representatives of, the Administrator on those Boards. The representative on the USDA State Defense Board is known as the AMS State Food Management Representative (or AMS State FMR).

3 USDA County Defense Boards. AMS will not be represented on USDA County Defense Boards unless the AMS State Food Management Representative obtains approval from the Administrator through the Special Services (SS) Division for such representation. A representative so approved is the official representative of the AMS State Food Management Representative on the USDA County Defense Board and is known as the "AMS Representative."

4 USDA Metropolitan Area Defense Boards. Special USDA Metropolitan Area Defense Boards have been authorized for certain urban areas. Frequently such a board comprises an area greater than a single county, but it never crosses State lines. Food management is a very important emergency function on such boards. AMS will normally provide (upon approval of the Administrator) a representative who will also be chairman of the board. Regulations, functions, responsibilities, etc., for USDA County Defense Boards apply to Metropolitan Area Defense Boards unless exceptions are specifically stated.

D Support of USDA Defense Boards. AMS is responsible for (1) cooperating with, providing technical guidance to, and supporting USDA Defense Boards with respect to food management matters; and (2) providing supporting services (such as typing, filing, mailing, etc.) for Metropolitan Area Defense Boards. The nature and extent of the cooperation, technical guidance, and support will be described in more detail in instructions from each Division Director to personnel of his division.

VI GUIDANCE AND COORDINATION

General guidance and coordination of activities in emergency preparedness shall be provided:

A By the SS Division to Division Directors and AMS representatives on USDA Regional and State Defense Boards.

B By the AMS State Food Management Representative to AMS representatives on USDA County (or Metropolitan Area) Defense Boards.

C By Division Directors to AMS field offices and personnel (except as provided in Section VIII).

VII GENERAL RESPONSIBILITIES

A Division Directors shall provide adequate instructions to personnel of their divisions and the training needed by such personnel to achieve a capability to fulfill the emergency roles of their divisions.

B AMS field offices and personnel shall take the actions specified by their respective Division Directors pursuant to this Instruction.

VIII PREPAREDNESS ACTIONS

A General Requirements. Certain pre-emergency preparedness actions of a personal as well as organizational nature are necessary at field levels. The Administrative Services (AS) and the Personnel (PE) Divisions in Washington, D. C., shall provide overall guidance, and the Area Administrative (AA) Divisions shall furnish technical assistance to field offices on the following:

1 Protective measures - measures which can be taken against weapons effects (blast, fire, radiation) and other safeguards designed to enhance survival from a nuclear attack; and

2 Safeguarding essential records - places and methods of storage of essential records so as to provide protection against blast, fire, and water damage likely to accompany a nuclear attack. (The AS Division will work with program divisions in identifying essential records. Field offices will be informed of records which must be safeguarded.)

(VIII)

B Emergency Assembly Points. Should an attack occur, field employees who are unable to report to their regular offices or Defense Board places of business shall report to the nearest USDA County Defense Board (located at the Agricultural Stabilization and Conservation County Office), unless otherwise instructed by the Division Director.

C Succession of Command.

1 Division Directors shall (a) identify key field personnel for purposes of continuity of essential program functions in an emergency, (b) develop and keep current a succession of command for such personnel, and (c) provide copies of current listings to the AS Division for transmitting to the USDA relocation site (Repoint).

2 Field offices for which successions of command have been developed shall (a) make the succession known to employees involved, and (b) send copies of the listings to the appropriate AMS State Food Management Representative.

IX MODIFICATION OF FUNCTIONS IN GIVEN EMERGENCY SITUATIONS

A General.

1 In any national emergency, including one of international tension without attack, the principal effort will be directed toward functions which contribute directly to the Nation's survival and its capability to provide an adequate defense, to survive and recover from an attack, to mount a counterattack upon the enemy, and to rehabilitate the Nation and its economy as necessary.

2 Programs would be modified by suspension, curtailment, redirection, or even expansion, so that there would be maximum conservation of resources and optimum utilization of manpower to sustain the defense effort.

B International Tension.

1 In periods of international tension it may become necessary for certain AMS functions to be modified so that they may be more closely consonant with the national program designed to cope

(IX B 1)

with the prevailing situation. Communication facilities would be available during such periods and field offices will receive direction from their Division Directors concerning the program modifications to be made. (AA Divisions will receive directions from the Deputy Administrator, Management.) Generally speaking, modifications in programs will be made to place personnel and facilities in a stepped-up readiness condition.

2 Most programs would continue in their then current form. However, there would be an intensified emphasis on positioning of personnel, especially those who travel regularly, so that they would be in a good position to assume assigned emergency duties.

3 Persons having specific assignments to USDA Regional, State, and County (or Metropolitan Area) Defense Boards would stand ready to assume their assigned posts with those Boards but would move to their posts only when directed to do so through AMS channels.

C Limited War. In case of a limited war occurring outside the United States communications would also be available. Functions would be modified as appropriate for the existing circumstances. Instructions will be provided by national headquarters to all AMS field offices concerning both functions and the deployment of staff.

D General War. In case of general war, with attack on this country itself, there is strong likelihood that communications and transportation, at least in the immediate post-attack period, would be severely disrupted. Since a general war would very likely include the use of nuclear weapons, movement of personnel in some areas would be inhibited for various periods of time by the presence of dangerous levels of nuclear radiation. The principal effort of AMS in a general war situation will be directed toward the administration of a food management program designed to conserve food and to promote and support the continued processing, storage, and distribution of food in keeping with the existing situation.

1 Under a general war situation AMS field offices will act upon instructions from national headquarters if these can be transmitted. Otherwise, they shall take actions which have been preplanned for them to take without communications from their regular supervisory officials.

(IX D)

2 AMS programs within the State, except the functions of the Food Distribution Area Offices and the AA Divisions, will be coordinated by the AMS State Food Management Representative on the USDA State Defense Board for the Chairman of that Board, with direction coming from national headquarters to the extent possible. (See Exhibit C, paragraph 28 for emergency responsibilities of USDA State Defense Boards, and paragraph 23 for responsibilities of AMS Food Distribution Area Offices.)

3 Personnel assigned to Regional, State, and County (or Metropolitan Area) Defense Boards and to other specific defense-related locations will assume their posts as soon as possible after an attack, taking appropriate personal survival measures in so doing. AMS personnel not having such defense assignments are to function in the manner and at the place specified by instructions given them by their respective Division Directors. Should an attack occur before they receive such instructions, they are to take the action specified in Section VIII B.



S. R. Smith
Administrator

Attachments

Executive Order 10998

Assigning Emergency Preparedness Functions to the
Secretary of Agriculture

By virtue of the authority vested in me as President of the United States, including authority vested in me by Reorganization Plan No. 1 of 1958 (72 Stat. 1799), it is hereby ordered as follows:

SECTION 1. Scope. The Secretary of Agriculture (hereinafter referred to as the Secretary) shall prepare national emergency plans and develop preparedness programs covering: Food resources, farm equipment, fertilizer, and food resource facilities, as defined below; rural fire control; defense against biological warfare, chemical warfare, and radiological fallout pertaining to agricultural activities; and rural defense information and education. These plans and programs shall be designed to develop a state of readiness in these areas with respect to all conditions of national emergency, including attack upon the United States.

SEC. 2. Definitions. As used in this order:

(a) "Food resources" means all commodities and products, simple, mixed, or compound, or complements to such commodities or products, that are capable of being eaten or drunk, by either human beings or animals, irrespective of other uses to which such commodities or products may be put, at all stages of processing from the raw commodity to the products thereof in vendible form for human or animal consumption. For the purposes of this order the term "food resources" shall also include all starches, sugars, vegetable and animal fats and oils, cotton, tobacco, wool, mohair, hemp, flax fiber, and naval stores, but shall not include any such material after it loses its identity as an agricultural commodity or agricultural product.

(b) "Farm equipment" means machinery, equipment, and repair parts manufactured primarily for use on farms in connection with the production or preparation for market or use of "food resources."

(c) "Fertilizer" means any product or combination of products for plant nutrition in form for distribution to the users thereof.

(d) "Food resource facilities" means plants, machinery, vehicles (including on farm) and other facilities for the production, processing, distribution and storage (including cold storage) of food resources, and for domestic distribution of farm equipment and fertilizer.

SEC. 3. Food Function. With respect to food resources, food resource facilities, farm equipment, and fertilizer the Secretary shall:

(a) Resources. Periodically assess assigned resources available from all sources in order to estimate availability under an emergency situation, analyze resource estimates in relation to estimated requirements in order to identify problem areas, and develop appropriate recommendations and programs including those necessary for the maintenance of an adequate mobilization base. Provide data and assistance before and after attack for national resource evaluation purposes of the Office of Emergency Planning.

(b) Requirements. Periodically assemble, develop as appropriate, and evaluate requirements for assigned resources and service, taking into account the estimated needs for military, civilian, and foreign purposes. Such evaluation shall take into consideration the geographical distribution of requirements under emergency conditions.

(c) Priorities and allocations. Develop priorities, allocations and distribution control systems and related plans to insure that available food resources are properly apportioned among and distributed to civilian, military and foreign claimants in an emergency and develop priorities, allocations and distribution control systems and related plans for the domestic distribution of farm equipment and fertilizer.

(d) Production and processing. Develop control systems and related plans including control of use of facilities designed to provide adequate and continuing production, processing and storage of essential food resources in an emergency.

(e) Salvage and rehabilitation. Develop plans for salvage of food resources after determination, by proper authorities having the responsibility for this function, of their safety for human or animal consumption and develop plans for the rehabilitation of food resource facilities after attack.

(f) Economic stabilization. Cooperate with the Office of Emergency Planning in the development of stabilization policies as they might affect agricultural production, processing, distribution, and storage, and in the development of policies for consumer rationing of food resources.

(g) Financial aid. Develop plans and procedures for financial and credit assistance for farmers who might need such assistance under various mobilization conditions, and provide assistance to food industries in obtaining necessary financing and credit in an emergency.

SEC. 4. Cooperation with Department of Defense. In consonance with national civil defense plans, programs and operations of the Department of Defense, under Executive Order No. 10952, the Secretary shall:

(a) Facilities protection. Provide industry protection guidance materials adapted to the needs of assigned food resources facilities and promote a national program to stimulate disaster preparedness and control in order to minimize the effects of overt or covert attack, and to maintain continuity of production and capacity to serve essential users in an emergency. Guidance shall include, but not be limited to, organizing and training facility personnel, personnel shelter, evacuation plans, records protection, continuity of management, emergency repair, deconcentration or dispersal of facilities, and industrial mutual aid associations for an emergency.

(b) Rural fire functions. In cooperation with Federal, State, and local agencies, develop plans for a national program and direct activities relating to the prevention and control of fires in the rural areas of the United States caused by the effects of enemy attack.

(c) Biological, chemical, and radiological warfare defense functions. Develop plans for a national program, direct Federal activities, and furnish technical guidance to State and local authorities concerning (1) diagnosis and strengthening of defensive barriers and control or eradication of diseases, pests, or chemicals introduced as agents of biological or chemical warfare against animals, crops or products thereof; (2) protective measures, treatment and handling of livestock, including poultry, agricultural commodities on farms or

ranches, agricultural lands, forest lands, and water for agricultural purposes, any of which have been exposed to or affected by radiation. Plans shall be developed for a national program and direction of Federal activities to assure the safety and wholesomeness and to minimize losses from biological and chemical warfare, radiological effects, and other emergency hazards of livestock, meat and meat products, poultry and poultry products in establishments under the continuous inspection of the U. S. Department of Agriculture, and agricultural commodities and products owned by the Commodity Credit Corporation or by the Secretary.

(d) Rural defense information and education. Conduct a rural defense information and education program to advise farmers that they will have a responsibility to produce food of the kind and quantity needed in an emergency and shall work with farmers and others in rural areas to reduce the vulnerability of homes, crops, livestock, and forests, to either overt or covert attack.

(e) Damage assessment. Maintain a capability to assess the effects of attack on assigned resource areas and departmental installations, both at national and field levels, and provide data to the Department of Defense.

SEC. 5. Claimancy. The Secretary shall prepare plans to claim materials, manpower, equipment, supplies and services which would be needed to carry out assigned responsibilities and other essential functions of the Department from the appropriate agency and work with such agencies in developing programs to insure availability of such resources in an emergency.

SEC. 6. Stockpiles. The Secretary shall assist the Office of Emergency Planning in formulating and carrying out plans for stockpiling strategic and critical materials. In the administration of Commodity Credit Corporation inventories of food resources he shall take all possible measures to assure the availability of such inventories when and where needed in an emergency. The Secretary shall also develop plans and procedures for the proper utilization of agriculture items stockpiled for survival purposes.

SEC. 7. National Program Guidance. The Secretary shall provide technical guidance to State and local governments to the end that all planning concerned with functions assigned herein will be effectively coordinated. He shall also maintain relations with the appropriate industries to foster mutual understanding of Federal emergency plans.

SEC. 8. Research. Within the framework of overall Federal research objectives, the Secretary shall supervise or conduct research directly concerned with carrying out emergency preparedness responsibilities, designate representatives for necessary ad hoc or task force groups, and provide advice and assistance to other agencies in planning for research in areas involving the interests of the Department of Agriculture.

SEC. 9. Functional Guidance. The Secretary, in carrying out the functions assigned in this order, shall be guided by the following:

(a) Interagency cooperation. The Secretary shall assume the initiative in developing joint plans for the coordination of emergency food resources of those departments and agencies which have the responsibility for any segment of such activities. He shall utilize to the maximum those capabilities of other agencies qualified to perform or assist in the performance of assigned functions by contractual or other agreements.

(b) Presidential coordination. The Director of the Office of Emergency planning shall advise and assist the President in determining policy for, and assist him in coordinating the performance of functions under this order with the total national preparedness program.

(c) Emergency planning. Emergency plans and programs, and emergency organization structure required thereby, shall be developed as an integral part of the continuing activities of the Department of Agriculture on the basis that it will have the responsibility for carrying out such programs during an emergency. The Secretary shall be prepared to implement all appropriate plans developed under this order. Modifications and temporary organizational changes, based on emergency conditions, will be in accordance with policy determination by the President.

AMS INSTRUCTION 107-4
EXHIBIT A

SEC. 10. Emergency Actions. Nothing in this order shall be construed as conferring authority under Title III of the Federal Civil Defense Act of 1950, as amended, or otherwise, to put into effect any emergency plan, procedure, policy, program, or course of action prepared or developed pursuant to this order. Such authority is reserved to the President.

SEC. 11. Redelegation. The Secretary is hereby authorized to redelegate within the Department of Agriculture the functions hereinabove assigned to him.

SEC. 12. Prior Actions. To the extent of any inconsistency between the provisions of any prior order and the provisions of this order, the latter shall control. Emergency Preparedness Order No. 1 (heretofore issued by the Director, Office of Civil and Defense Mobilization) (26 F.R. 651-652), is hereby revoked.

John F. Kennedy

The White House,
February 16, 1962

(F.R. Doc. 62-1804; Filed, Feb. 19, 1962; 10:46 a.m.)

Executive Order 10958

Delegating Functions Respecting Civil
Defense Stockpiles of Medical Supplies
and Equipment and Food

By virtue of the authority vested in me by Reorganization Plan No. 1 of 1958 (72 Stat. 1799), and as President of the United States, it is ordered as follows:

* * * * *

Part II. Food Stockpiles

Section 201. Delegation of functions. Certain functions under the Federal Civil Defense Act of 1950, as amended (which were transferred to the President by the provisions of Reorganization Plan No. 1 of 1958 (72 Stat. 1799)), are hereby delegated to the Secretary of Agriculture, hereafter in this Part referred to as the Secretary, as follows:

(a) All functions under section 201 (h) of that Act, 50 U.S.C. App. 2281 (h), to the extent that they pertain to the stockpiling of food.

(b) To the extent that they are incidental to or necessary for the performance by or under the Secretary of the functions delegated by the provisions of section 201(a) of this order, other functions under the Federal Civil Defense Act of 1950, as amended, excluding, however, functions under sections 102(a), 201(b), and 402 and Title III of that Act.

Section 202. Redelegation. The Secretary may redelegate any of the functions delegated to him by this order to any of his subordinates.

* * * * *

John F. Kennedy

The White House
August 14, 1961

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY
WASHINGTON 25, D. C.

AMS INSTRUCTION 107-4

EXHIBIT C

February 7, 1963

SECRETARY'S MEMORANDUM NO. 1489, REVISED

Assignment of Defense Responsibilities in USDA

SECTION 1 - GENERAL

1. PURPOSE. This Memorandum outlines the defense responsibilities of the Department of Agriculture and the organization for carrying them out at the national, regional, State and county levels. It establishes responsibility for Departmental direction and coordination, and assigns major defense functions to USDA agencies doing related work, so as to build full capability into existing organization. Other defense assignments may be made from time to time. Defense responsibilities will be regarded as equal in importance to regular programs and activities.

2. SUMMARY OF USDA DEFENSE RESPONSIBILITIES. The Department of Agriculture has been delegated defense program responsibilities relating to:

- a. Processing, storage and distribution of food from the farm through the wholesaler level;
- b. Food production on farms;
- c. Domestic distribution of farm equipment and fertilizer;
- d. Use of facilities associated with food production, processing, storage, and distribution and domestic distribution of farm equipment and fertilizer;
- e. Salvage of food and rehabilitation of food facilities;
- f. Stockpiling of food;
- g. Protection of crops, livestock, and products thereof from biological and chemical warfare;
- h. Purity and wholesomeness of livestock, meat and meat products, poultry and poultry products in establishments subject

to USDA inspection and commodities owned by the Commodity Credit Corporation or the Secretary. This includes monitoring for fallout on such foods;

- i. Research on matters relating to defense;
- j. Defense information and education program;
- k. Emergency credit;
- l. Rural fire defense and timber production, including production and utilization of forest products;
- m. Emergency use of soils and water;
- n. Agricultural statistics relating to defense;
- o. Radiological defense for agricultural purposes;
- p. Assessment of effects of attack on assigned resources;
- q. Claiming manpower, equipment, supplies and services needed to support food and other program responsibilities;
- r. Analyzing food requirements and supplies;
- s. Cooperation with the Office of Emergency Planning on economic stabilization and rationing policies.

SECTION 2 - RESPONSIBILITIES AT NATIONAL HEADQUARTERS

3. DIRECTION, COORDINATION AND LIAISON.

a. The Special Assistant to the Secretary on Defense (referred to hereafter as Special Assistant) is responsible to the Secretary for directing the total defense program of USDA. This includes maintaining liaison with executive departments and the Congress with respect to policy matters, supervision and direction of USDA National, State and County Defense Boards, the USDA defense representative at the regional level, the USDA part of the National Defense Executive Reserve Program, and providing policy guidance to USDA agencies in carrying out specific defense assignments. In an emergency, the Special Assistant would serve as

a principal staff assistant to the Secretary for defense matters including estimating effects of the emergency and serving as claimant for requisites for the food and other USDA programs.

b. USDA National Defense Board. A USDA National Defense Board made up of the heads of agencies with major defense assignments has been established to provide help and counsel as may be required by the Special Assistant in directing and coordinating the defense work of the Department. This Board will advise the Secretary on defense matters. Members of the Board as heads of their agencies will be responsible for carrying out the pre-emergency defense planning and providing technical direction to agency representatives in the field as needed to carry out their agency and the Departmental program.

4. AGRICULTURAL MARKETING SERVICE. The Agricultural Marketing Service is responsible for pre-emergency and emergency operations relating to management of food from the time it enters marketing channels until it ceases to be a USDA responsibility; Provided, however, that ASCS shall be responsible for seed and feed, and provided further that responsibility for grain and grain products shall be shared with the ASCS as follows: ASCS shall be responsible for the storage and movement of all grain in raw form including grain and grain products used for feed and seed. AMS shall determine civilian requirements for grain and will advise ASCS concerning movement of grain for processing into products for human consumption and shall be responsible for the processing, storage, and distribution of grain products for human consumption.

Subject to the above limitations, the AMS responsibilities include:

- a. Emergency food orders and plans relating to food processing, storage, and distribution through the wholesaler level and the direct procurement of food as necessary under emergency conditions;
- b. Analysis of food processing, storage, and distribution capability, and developing emergency programs as needed for these areas;
- c. Programs for emergency salvage of food that is an AMS responsibility, and for the use and rehabilitation of food facilities for which AMS is assigned responsibility;
- d. Programs to provide assistance to food processing, storage,

and distribution industries and advising food industry groups of USDA plans for post-attack food management;

e. Determination of requirements of the food processing, storage, and distribution industries for non-food requisites, including manpower, equipment, supplies, services, and credit and reporting these requirements to the ASCS for consolidation with requirements submitted by other USDA agencies;

f. Development, in cooperation with ASCS, of plans for meeting emergency transportation needs of farmers and food handlers;

g. Presentation of claims for food for the civilian population to the Economic Research Service;

h. Cooperation with ERS in the development of recommendations concerning economic stabilization and rationing policies;

i. Inspection and grading of agricultural commodities and inspection to insure the purity and wholesomeness of poultry and poultry products in slaughtering and processing plants subject to continuous AMS inspection;

j. Maintenance of a capability for radiological monitoring of the poultry slaughtering and processing plants subject to continuous AMS inspection and for agricultural commodities (including grain) owned by the Commodity Credit Corporation or USDA (except those stored on farms, ranches, or at bin sites);

k. Development and management in the pre-emergency period of programs relating to stockpiles of processed foods and the management of such stockpiles in the emergency period. This includes cooperation with ASCS in rotation of CCC stocks of processed foods;

l. Designation and training of staff (including Executive Reservists) to carry out AMS emergency assignments;

m. Market quality and transportation and facilities research on matters related to AMS defense responsibilities.

5. AGRICULTURAL RESEARCH SERVICE. The Agricultural Research Service is responsible for pre-emergency and emergency operations covering:

- a. Defense against biological and chemical warfare in relation to crops, livestock and products thereof and determination of the extent and effects of biological and chemical warfare agents employed by an enemy on agriculture;
- b. Inspection to insure the purity and wholesomeness of livestock, meat and meat products in slaughtering and processing plants subject to continuous inspection of ARS;
- c. Research in support of defense needs and anticipated emergency operations except as noted under "Agricultural Marketing Service", "Economic Research Service", "Forest Service", and the "Cooperative State Experiment Station Service";
- d. Determination of requirements for and information and advice on equipment, chemicals and other requisites needed in support of the assigned activities;
- e. Maintaining a capability for radiological monitoring at meat slaughtering and processing plants and stockyards subject to continuous ARS inspection;
- f. Organization and direction of a system of radiological monitoring, including (1) arrangements with OCD-DOD for the acquisition, use, and disposition of monitoring equipment; (2) training of instructors in the use of monitoring equipment and general assistance to agencies of the Department in coordinating radiological training; and (3) development and formulation of guidelines for use in determining the most efficient countermeasures for production, processing, and distribution of agricultural commodities. These guidelines are the results of research studies conducted in cooperation with other Federal departments, including the Department of Defense, the Atomic Energy Commission, and the Department of Health, Education and Welfare;
- g. Administrative functions on behalf of the Secretary relating to radiological safety within the Department.

6. AGRICULTURAL STABILIZATION AND CONSERVATION SERVICE.

The Agricultural Stabilization and Conservation Service is responsible for pre-emergency and emergency operations relating to production of crops and livestock, and to the processing, storage, and distribution of feed and seed and to the domestic distribution of farm equipment and fertilizer. ASCS responsibilities include:

- a. Production goals and food production program actions involving use of production facilities;
- b. Assistance to farmers, grain storage industry, the domestic farm equipment and fertilizer distribution industries and the feed and seed industries including determination of requirements for manpower, equipment, supplies, and services;
- c. Programs relating to the management and stockpiling of CCC-owned commodities. Such plans shall be coordinated with AMS stockpile management operations;
- d. Programs for emergency period controls on feed and seed and on domestic distribution of farm equipment and fertilizer, and for advising industry of control plans;
- e. Programs for salvaging of food and for use and rehabilitation of facilities within the areas of ASCS' assignment, and for farm land;
- f. Programs for handling, storage and distribution of all grain prior to export, processing for human consumption or industrial use. Grain for livestock feed including mixed feed and grain for seed are assigned to ASCS at all levels;
- g. Supplying ERS with information on livestock, feed, and seed requirements for food production purposes and on food production capabilities, based on known or assumed level of availability of essential production requisites;
- h. Cooperation with ERS in developing recommended economic stabilization and rationing policies;
- i. Designation and training of staff (including Executive Reservists) to carry out ASCS' emergency assignments;

The following additional functions will be performed by ASCS as a coordinating service for the Special Assistant:

- j. Consolidation of all claims for manpower, equipment, supplies and services needed to support food and other program responsibilities of USDA. Supplying to AMS, ARS, ERS and FS information on availability of non-food requisites for the USDA programs;

k. Representing USDA at interagency meetings relative to defense, as designated or upon request;

l. Servicing of USDA State and County Defense Boards;

m. Developing a readiness of assigned USDA personnel to function as a USDA Regional Defense Board to provide policy direction if, in an emergency, USDA State Defense Boards are cut off from National direction; maintaining liaison with regional offices of OEP and OCD (DOD) and representatives of other Federal agencies at the regional level;

n. Coordinating activities relating to assessment of attack effects on food and related facilities and other resources that are USDA responsibilities and processing data from sources within USDA needed for defense;

o. Assembly of defense reports of various USDA agencies on defense activities, preparing defense reports for the Department and advising on the maintenance of records needed for emergency action.

7. COOPERATIVE EXTENSION SERVICE. The Cooperative Extension Service is responsible for pre-emergency and emergency operations through the State Extension Services covering:

a. Information to farmers, other rural people and individual members of the food industry concerning their role in an emergency and educational assistance in reducing vulnerability of homes, crops, livestock and forests to either covert or overt attack;

b. Maintaining close working relationships with organizations and groups serving the community and information media to obtain understanding and support of USDA defense activities;

c. Information and education services essential to carrying out the defense programs of USDA;

d. Information and education services essential to application of science and technology to meet emergency agricultural production goals;

e. Under delegation from the Office of Civil Defense, carrying out the rural shelter program.

8. COOPERATIVE STATE EXPERIMENT STATION SERVICE. The Cooperative State Experiment Station Service is responsible for utilizing the services of cooperating State agencies in carrying out the Department's emergency defense responsibilities. It shall also encourage research by cooperating agencies to support the program of the U. S. Department of Agriculture and assure coordination of such work with the USDA defense program responsibilities.

9. ECONOMIC RESEARCH SERVICE. The Economic Research Service is responsible for conducting economic analyses and maintaining related economic data in support of defense programs and emergency operations, including current and projected supplies of and requirements for food and fiber, production capacity and adjustment potentials for food and fiber, and needs for and substitution possibilities for farm production goods and marketing services, both domestically and for foreign countries. Such data shall be developed cooperatively with the appropriate agencies of the Department.

The following functions shall be performed by ERS for the Special Assistant:

- a. Maintaining a centralized system to provide intelligence currently on the agricultural and overall food situation and making appropriate projections based on such intelligence;
- b. Recommending basic food allocations to major food claimants on the basis of ERS estimates of supplies and requirements, taking into consideration the claims and other data furnished by AMS, ASCS, FAS, and other Federal agencies with assigned food claimancy responsibilities;
- c. Recommending economic stabilization and rationing policies after consultation with AMS, ASCS, and FAS on effects of proposed recommendations. Upon request, representing USDA at interagency meetings relative to these recommendations.

10. FARMERS HOME ADMINISTRATION. The Farmers Home Administration is responsible for pre-emergency and emergency operations covering:

- a. Emergency credit to farmers in support of the food production program;
- b. Technical assistance relating to guarantees and other credit

arrangements for food processors and distributors in support of the food management program.

11. FOREIGN AGRICULTURAL SERVICE. The Foreign Agricultural Service is responsible for pre-emergency and emergency operations relating to:

- a. Assistance to ERS in the acquiring and analysis of information related to food and agricultural commodities on a world-wide basis by commodities;
- b. In cooperation with the Department of State, the assembling and analyses of food requirements for foreign allies and making recommendations regarding allocations;
- c. In cooperation with the Canadian Government, assemble and present Canadian food requirements whenever food allocations are to be made;
- d. Export controls under the Export Control Act, and import controls of agricultural commodities;
- e. Support of the activities of international defense organizations, such as NATO and SEATO and their respective sub-organizations concerned with food and agriculture whether carried on in this or other countries.

12. FOREST SERVICE. The Forest Service is responsible for pre-emergency and emergency operations covering:

- a. Prevention and control of fires in rural areas caused by effects of enemy attack (in cooperation with State government and appropriate Federal agencies) and determining damage to National Forests and other forested areas resulting from enemy attack;
- b. Emergency protection, management, and utilization of National Forest timber, range, water, and related resources;
- c. Emergency production, availability and utilization of timber and timber products by agreement with the Department of Commerce which has primary responsibility under executive orders;
- d. Determination of requirements for and information and

advice on equipment, manpower, fuels, chemicals, and other requisites needed for carrying out the assigned activities;

e. Guidance and coordination of monitoring for rural fire control and operational monitoring on lands within National Forest boundaries and all State or privately owned forest and range land protected by the Forest Service under cooperative agreement;

f. Research in support of defense and emergency operations relating to management, utilization of forest resources, and defense against rural land fires.

13. RURAL ELECTRIFICATION ADMINISTRATION. The Rural Electrification Administration is responsible for pre-emergency and emergency operations covering:

a. Emergency credit to REA-financed rural electrification and communications systems;

b. Technical assistance and advice on restoration of electric power and telephone service, and in meeting emergency conditions, including facilities protection; estimating electric power requirements and supply capabilities of REA-financed systems; and preparation of plans to claim materials, manpower, equipment, supplies and services needed by REA-financed systems and to meet the requirements of their customers.

14. SOIL CONSERVATION SERVICE. The Soil Conservation Service is responsible for pre-emergency and emergency operations relating to:

a. Radiological monitoring of agricultural lands and water, farm commodities stored or harvestable on farms, ranches, and at bin sites, and advising on safety for livestock;

b. Providing technical assistance to farmers and others in the selection of land for food and fiber production; and use, conservation, disposal and control of water so as to assure adequate useable water and flood prevention.

15. STATISTICAL REPORTING SERVICE. The Statistical Reporting Service is responsible for obtaining and supplying agricultural statistics necessary to support defense planning and emergency operations. This shall include development of procedures for adapting available statistics to defense needs. SRS will represent ERS personnel located in the State on the State Defense Board and will be prepared to arrange for ERS participation in evaluating farm

production problems and potential in a cut-off situation.

16. OFFICE OF BUDGET AND FINANCE. The Office of Budget and Finance is responsible for pre-emergency and emergency operations for the budgeting and financing of both administrative and program defense activities and for establishing budget and finance operations at USDA relocation sites.

17. OFFICE OF GENERAL COUNSEL. The Office of General Counsel is responsible for advice and assistance on legal aspects of food orders, and other proposed defense actions in pre-emergency and emergency periods.

18. OFFICE OF INFORMATION. The Office of Information is responsible for defense information services at the national level in pre-emergency and emergency circumstances and for providing assistance and advice regarding proper use of informational media in the field. It shall also determine and institute actions to obtain any additional informational materials not prepared by appropriate USDA agencies.

19. OFFICE OF PERSONNEL. The Office of Personnel is responsible for pre-emergency and emergency activities relating to personnel, including information to employees on safety and survival actions, assistance to other USDA agencies in staffing USDA emergency headquarters and in developing procedures for recruiting and appointing personnel under post-attack conditions and developing plans for safety of families of USDA personnel.

It shall, as a service to the Special Assistant, develop a training program and materials for the USDA unit of the National Defense Executive Reserve, keep such records as are needed and manage necessary personnel operations. It shall also coordinate executive Reserve training programs of individual USDA agencies with the Departmental program.

20. OFFICE OF PLANT AND OPERATIONS. The Office of Plant and Operations is responsible for pre-emergency and emergency activities relating to alerting employees in event of an emergency, office space for employees, office equipment and supplies, reproduction of material, coordination of employee transportation, communications and other administrative services essential under emergency conditions.

21. AGENCY COORDINATION, ORGANIZATION AND STAFFING.

a. Coordination. Each USDA agency or office with a defense assignment will coordinate its responsibility with related responsibilities of other USDA agencies or offices.

b. Emergency Organization and Staffing. The head of each agency or office given a defense assignment will consider the internal organization and staff which he would need in an emergency to carry out his assigned area of responsibility at the headquarters level. This organization will conform as nearly as possible to existing organization and existing organization units will be used whenever possible.

c. Assistance to Agencies. Where existing units appear to be insufficient to carry out defense assignments, the responsible agency will work out arrangements for either setting up defense committees, establishing an executive reserve, or utilizing staffs of other agencies to perform the necessary defense functions. The Special Assistant will continuously evaluate emergency functions of USDA agencies in order to determine priorities for emergency assignments to USDA personnel.

d. Approval of Emergency Organization Plans. When adaptations of current organization to meet an emergency have been worked out, they shall be submitted to the Special Assistant for approval.

SECTION 3 - RESPONSIBILITIES OF USDA REGIONAL LEVEL OFFICES

22. USDA REGIONAL REPRESENTATION. Since USDA agency operations are not normally carried out on a uniform regional basis, USDA has designated a person to become USDA Regional Defense Representative in an emergency at each of the eight OEP-OCD (DOD) Regional Offices. They shall be assisted at these sites by representatives of the following agencies:

- (1) Agricultural Marketing Service
- (2) Agricultural Stabilization and Conservation Service
- (3) Agricultural Research Service
- (4) Cooperative Extension Service
- (5) Farmers Home Administration
- (6) Forest Service
- (7) Soil Conservation Service

In the event it is impossible to contact USDA national headquarters in an emergency, each Regional Defense Representative and the agency representatives designated to assist him will constitute a Regional Defense Board.

a. Pre-Emergency. The USDA Regional Defense Representatives and the USDA agency representatives designated to assist them will receive training and assistance in developing readiness to carry out emergency Board responsibilities from the ASCS national headquarters. Agency representatives will also receive technical advice from their individual agencies. (Liaison between USDA and regional offices of the OEP-OCD (DOD) and regional offices of other Federal agencies in the pre-emergency period will be carried out by ASCS national headquarters for the Special Assistant.)

b. Emergency Responsibilities. In an emergency, each USDA Regional Defense Representative will be responsible to an appropriate national level official for:

- (1) Liaison with OEP-OCD (DOD) and other agencies of Government at the regional level;
- (2) Claiming necessary manpower, equipment, supplies, and services needed to support essential USDA functions within the region;
- (3) Keeping USDA representatives in the field and at national headquarters informed; and
- (4) Providing technical assistance to the Chairman of USDA State Defense Boards.

If communications with higher authority are cut off, each Chairman of a USDA Regional Defense Board is responsible for providing policy direction for all USDA programs in his region until communications are restored. This includes policy direction to Chairmen of USDA State Defense Boards.

23. AMS FOOD DISTRIBUTION AREA OFFICES. The AMS Food Distribution Area Offices for defense purposes are parts of the national office organization and do not come under the emergency control of USDA State or Regional Defense Boards. However, when communications with USDA national headquarters are cut off, program

direction to the USDA State Defense Board Chairmen will be through and with concurrence of the Chairman of the USDA Regional Defense Board. When communications are intact, program direction to the State Defense Board Chairmen will be through and with concurrence of USDA national headquarters. If communications with both the USDA Regional Defense Board and USDA national headquarters are cut off, the AMS Food Distribution Area Offices are authorized to carry out the following functions listed below without other concurrence. With respect to its assigned geographical area and subject to conditions stated above, each AMS Food Distribution Area Office shall, under direction of national headquarters, develop a capability to carry out in an emergency the following functions:

- a. Obtaining and analyzing data from USDA State Defense Boards and other sources on the food supply-requirements situation and reporting the results to national headquarters and to appropriate USDA Regional Defense Boards;
- b. Assisting USDA State Boards and in a cut-off situation the USDA Regional Defense Boards by arranging for inter-State readjustment of food supplies within its area including: (1) requisitioning of "stranded food shipments" so they can be used; (2) requesting ASCS Commodity Offices to supply CCC stocks to meet critical deficits; (3) when appropriate, request ASCS Commodity Offices to arrange for the procurement and shipment of other food to meet urgent needs of other areas; (4) programming utilization of other Government-owned stocks of processed foods; and (5) providing technical guidance to the food management representatives on USDA State Defense Boards in carrying out USDA food distribution functions within a State when both are cut off from national office direction;
- c. Administering food orders, as assigned by those orders;
- d. Continuing regular functions of AMS Food Distribution Area Offices which, as appropriately modified, would be essential during the emergency period and taking other steps, not inconsistent with this memorandum, which the Area Office Supervisor may deem appropriate to reduce inequities in the food supply in his area.

24. ASCS COMMODITY OFFICES. The ASCS Commodity Offices for defense purposes are parts of the national office organization and do not come under emergency control of USDA State or Regional Defense Boards. However, when communications with USDA national headquarters are cut off, program direction to the USDA

State Defense Board Chairmen will be through and with concurrence of the Chairman of the USDA Regional Defense Board. When communications are intact, program direction to the State Defense Board Chairmen will be through and with concurrence of USDA national headquarters. If communications with both the USDA Regional Defense Board and USDA national headquarters are cut off, the ASCS Commodity Offices are authorized to carry out the following functions listed below without other concurrence. Each ASCS Commodity Office, with respect to its assigned commodity responsibilities and subject to conditions stated above, under the direction of national headquarters, shall develop a capability to carry out in an emergency the following functions:

- a. Managing stocks, including stockpiles, owned or managed by the Commodity Credit Corporation at the time of attack or subsequently acquired, including storage, handling, arranging for processing to another form, and shipment in accordance with instructions from national headquarters or as cooperatively worked out with AMS Food Distribution Area Offices in a cut-off situation to meet State needs;
- b. Procuring agricultural commodities of the types normally handled by the Commodity Offices to meet inter-State needs which cannot be met by normal trade operations;
- c. Working with AMS Food Distribution Area Offices in procuring and shipping food as required by the emergency situation following national direction or national policy guidance;
- d. Providing technical guidance to USDA State Defense Boards with respect to carrying out CCC stocks management functions for the Commodity Offices;
- e. Administering food orders, as assigned by those orders;
- f. Continuing regular functions of Commodity Offices which, as appropriately modified, would be essential during the emergency period and taking such other steps, not inconsistent with this memorandum, as the Director may deem appropriate in maximizing the utilization of Government-owned stocks of agricultural commodities.

25. USDA RESEARCH STATIONS AND FOREST SERVICE REGIONAL OFFICES. The USDA Research Stations and Forest Service Regional Offices shall be regarded as arms of the national office of the USDA in carrying out the defense responsibilities of the Department and do

not come under the control of USDA State or Regional offices. If in an emergency, communication between the National office and the Regions-Stations are inoperative, emergency activities will be directed by the Director or Acting Chief as provided in a chain of command designation until such time as communication with national headquarters is restored.

The following delegations of responsibility shall be in effect in an emergency:

- a. If a cut-off of communications precludes directing activities by national headquarters, each Research Station Director and Regional Forester is authorized to make all emergency program decisions relating to Departmental research activities and National Forest administration within their respective territory;
- b. If USDA Research or National Forest Offices are cut off from communications with their respective Research Stations or Regional Offices, direction of emergency activities will be in accordance with the respective Research Station Director's or Regional Forester's pre-determined delegation and plan; and
- c. In a cut-off situation, the Research Station Directors and Regional Foresters will keep the appropriate USDA State and Regional Defense Board Chairmen advised of actions taken and utilize the assistance of these offices to obtain needed requisites to carry out related Departmental responsibilities.

SECTION 4 - RESPONSIBILITIES AT THE STATE LEVEL

26. USDA STATE DEFENSE BOARDS. The USDA has a USDA State Defense Board in each State, plus one covering Puerto Rico and the Virgin Islands. A USDA Defense Board for the District of Columbia has also been established and shall be guided by directions to USDA State Defense Boards except in matters of membership. Membership of each USDA State Defense Board includes a representative of each of the following agencies:

- a. Agricultural Marketing Service
- b. Agricultural Stabilization and Conservation Service (Chairman)
- c. Agricultural Research Service
- d. Cooperative Extension Service
- e. Farmers Home Administration
- f. Forest Service

- g. Soil Conservation Service
- h. Statistical Reporting Service

To assist the USDA State Defense Board members, agencies with limited field personnel may arrange for personnel of other agencies to represent them on USDA State Defense Boards. If such an arrangement is needed, the National offices of the agencies involved shall be requested to approve the proposed assignments. The Chairman of the USDA State Defense Board is generally the ASCS State Executive Director, who also represents ASCS on the Board. The ASCS State Office will provide supporting services, such as typing, filing, reproduction and mailing for the Board.

27. PRE-EMERGENCY. The Chairman of the USDA State Defense Board, under direction of the Special Assistant, is responsible for:

- a. Maintaining liaison with the State government defense organization and other appropriate agencies and officials at the State level;
- b. Assuring that his Board members have an adequate organization and staff to carry out USDA responsibilities at the State level in event of emergency;
- c. Assuring that programs are adequate at the State level covering assessment of attack effects; food requirements and allocations, claimancy for manpower, equipment, supplies and services, etc.;
- d. Coordinating and guiding representatives of each USDA agency at the State level in fulfilling their agency defense assignments as listed in Section 2 above;
- e. Supervising and directing defense work by Chairmen and members of USDA Defense Boards at the county level;
- f. Collecting and reporting data needed to support defense programs.

28. EMERGENCY RESPONSIBILITIES. In an emergency, the Chairman of the USDA State Defense Board will be responsible, under direction of an appropriate official at the national level, for coordinating the administration of all USDA programs at the State level. This will include:

- a. Maintaining liaison with the Chairman of the USDA Regional Defense Board, if such a Board is operating and representing USDA in relations with State government officials and with representatives of other appropriate agencies at the State level;
- b. Obtaining attack data and coordinating assessment of effects of attack;
- c. Determining food requirements and supply situation;
- d. Claiming necessary manpower, equipment, supplies and services from control authorities;
- e. Directing and coordinating activities of the various USDA agency representatives at the State level in accordance with assignments in Section 2 above;
- f. Directing the activity of the Chairmen of the USDA County Defense Boards.

The Chairman will be assisted by other members of the Board and by the additional staff designated in the pre-emergency period. Each Board member, under the direction of the Chairman, shall carry out his agency's National level assignments as listed in Section 2 above within the State, following National office policy directives. When communications with USDA national headquarters are cut off, the Chairman of the USDA State Defense Board will seek policy guidance from the Chairman of the appropriate USDA Regional Defense Board. Failing this, the Chairman of the USDA State Defense Board has authority to make all necessary program decisions following USDA National policy guidelines.

It shall be the responsibility of the USDA State Defense Board Chairman to establish and provide overall direction to the USDA County or Metropolitan Area Defense Boards. Agency members of the USDA State Defense Board will name their members to USDA County Defense Boards and provide them with instructions for carrying out agency responsibilities.

SECTION 5 - RESPONSIBILITIES AT THE LOCAL LEVEL

29. USDA COUNTY DEFENSE BOARD. The USDA shall have a County Defense Board in each county or metropolitan area. Membership of each Board shall include, where available, a representative of the following agencies:

- a. Agricultural Stabilization and Conservation Service
- b. Cooperative Extension Service
- c. Farmers Home Administration
- d. Soil Conservation Service

Where possible, representation from Agricultural Research Service and Forest Service will be provided. In a metropolitan area it will usually be possible for an AMS representative to serve on the Board. Where there is a shortage of qualified personnel, agencies may arrange for personnel of other agencies to represent them on USDA County Defense Boards. If such an arrangement is made, the Chairman of the USDA State Defense Board will be notified. Except in certain metropolitan areas or other special situations, the Chairman of the USDA County Defense Board is the ASCS County Office Manager, who also serves as ASCS representative on the Board. The ASCS county office will provide supporting services such as typing, filing, reproduction, and mailing for the Board. In the case of a USDA Metropolitan Area Defense Board, the Food Management Member shall be Chairman and the AMS office shall provide supporting services. USDA Metropolitan Area Defense Boards shall be in only one state but may cooperate with USDA defense boards in adjoining states.

30. PRE-EMERGENCY. The Chairman of the USDA County Defense Board, in cooperation with other Board members and under direction of the Chairman of the USDA State Defense Board, is responsible for:

- a. Maintaining liaison with the county government defense organization and other officials in the county as necessary;
- b. Developing within his County Board an adequate organization and staff to carry out USDA responsibilities at the county level in event of an emergency;
- c. Developing programs for (1) assessment of effects of attack, (2) estimating food requirements and supplies, and (3) claiming non-food requisites from local civil authorities;
- d. Coordinating and guiding the planning done by representatives of each USDA agency at the county level in fulfilling their agency assignments as listed in Section 2 above;
- e. Collecting and reporting data needed to support defense planning.

31. EMERGENCY RESPONSIBILITIES. In an emergency when communications are intact, the Chairman of the USDA County (or Metropolitan Area) Defense Board will be responsible to the Chairman of the USDA State Defense Board for the following functions:

- a. Maintaining liaison with county government and other officials at the county level;
- b. Obtaining attack information and reporting observed or otherwise known effects of attack;
- c. Coordinating development of food requirements and supply data;
- d. Claiming non-food materials and manpower;
- e. Directing and coordinating activities of USDA agency representatives in the county, in accordance with assignments listed in Section 2 above.

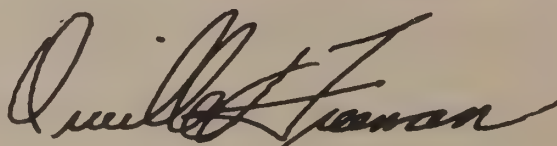
At the county level, all USDA responsibilities shall be carried out jointly by the Chairman and the representatives of all the USDA agencies represented on the Board in the county.

In an emergency, when communications with higher authority are cut off, the Chairman of the USDA County (or Metropolitan Area) Defense Board has authority to make all program decisions necessary to carry out USDA responsibilities.

SECTION 6 - SUPERSEDEANCE OF EXISTING DIRECTIVES

32. SUPERSEDED DOCUMENTS. This Memorandum supersedes and cancels the original version of Secretary's Memorandum 1489 dated February 1, 1962.

33. REVIEW OF OTHER DOCUMENTS. Each Official of USDA given responsibility by this Memorandum will examine the defense documents which he or his predecessor has issued. Any which are inconsistent with provisions of this Memorandum will be cancelled or updated.

A handwritten signature in dark ink, appearing to read "William L. Foman". The signature is fluid and cursive, with a large initial "W" and a long, sweeping underline.

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Region 1

Regional AMS Representative

(Vacant)

Alternate Regional AMS Representative

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AMS INSTRUCTION 107-4
EXHIBIT D

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AMS INSTRUCTION 107-4
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*-Duane A. Smith
Dairy Division
Agricultural Marketing Service, USDA
497 Silver Street, Room 113
Manchester, New Hampshire 03103-*

New Jersey

Kenneth F. Grizell
Packers and Stockyards Division
Agricultural Marketing Service, USDA
Room 366, Industrial Office Building
1066 Broad Street
Newark, New Jersey 07102

New York

Joseph Kane
NE Area Office, Food Distribution Division
Agricultural Marketing Service, USDA
346 Broadway, *-Room 604-*
New York, New York 10013

Rhode Island

Daniel Landis
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
Veterans Memorial Bldg., Room 602
83 Park Street
Providence, Rhode Island *-02902-*

Vermont

Thomas S. Stanley
Cooperative Extension Service
University of Vermont
Burlington, Vermont

Puerto Rico

Virgilio Rabainne
Food Distribution Division
Agricultural Marketing Service, USDA
P. O. Box 8037, Fernandez Juncos Station
Santurce, Puerto Rico 00910

AMS Representatives on USDA Defense Boards

Region 3

Regional AMS Representative

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Food Distribution Division
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Atlanta, Georgia 30323

Alternate Regional AMS Representative

Arthur Susott
Marketing Information Division
Agricultural Marketing Service, USDA
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Atlanta, Georgia 30323

AMS Representatives on USDA State Defense Boards

Alabama

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Cotton Division
Agricultural Marketing Service, USDA
702 Madison Avenue
Montgomery, Alabama 36104

Florida

Paul L. Harding
Market Quality Research Division
Agricultural Marketing Service, USDA
2120 Camden Road
Orlando, Florida 32803

Georgia

Harold K. Tinsley
Cotton Division
Agricultural Marketing Service, USDA
-Post Office Box 13956, Station K-
Atlanta, Georgia 30309

*

AMS INSTRUCTION 107-4
EXHIBIT D

Region 3 (Con.)

*
*

Mississippi

*-Dennis L. Tucker
Poultry Division-*
Agricultural Marketing Service, USDA
P. O. Box. 4357 - Fondren Station
Jackson, Mississippi 39216

North Carolina

Walter L. Bradsher
Tobacco Division
Agricultural Marketing Service, USDA
407 Park Avenue, Extended
Raleigh, North Carolina 27606

*

South Carolina

-Frank C. Bouknight-
Cotton Division
Agricultural Marketing Service, USDA
2628 Millwood Avenue
Columbia, South Carolina 29205

Tennessee

*
*

Leo W. Smith
Food Distribution Division
Agricultural Marketing Service, USDA
*-Rm. 415, Federal Office Bldg.
167 North Main Street-*
Memphis, Tennessee 38103

AMS Representatives on USDA Defense Boards

Region 6

Regional AMS Representative

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Alternate Regional AMS Representative

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AMS Representatives on USDA State Defense Boards

Colorado

Harley Gullord
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1525 Sherman Street, Room 410
Denver, Colorado 80203

Iowa

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Grading Branch, Poultry Division
Agricultural Marketing Service, USDA
-202- Iowa Building
Des Moines, Iowa 50309

*

Kansas

M. E. Churchill
Fruit and Vegetable Division
Agricultural Marketing Service, USDA
State Marketing Division, State Office Building
Topeka, Kansas

AMS INSTRUCTION 107-4
EXHIBIT D

Region 6 (Con.)

Missouri

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Food Distribution Division
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1114 Market Street
St. Louis, Missouri 63101

Nebraska

William T. Wisbeck
Grain Division
Agricultural Marketing Service, USDA
*-2130 Federal Building
215 N. 17th Street-*
Omaha, Nebraska 68102

*
*

North Dakota

Rodney G. Voorhees
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Agricultural Marketing Service, USDA
U. S. Post Office Building, Room 25
Valley City, North Dakota 58072

South Dakota

Perry Bowersox
Livestock Division
Agricultural Marketing Service, USDA
104 Livestock Exchange Building
Sioux Falls, South Dakota

Wyoming

Lester J. Hoffman
Field Operations Division
Statistical Reporting Service, USDA
5 Federal Recreation Building
Cheyenne, Wyoming 82001

AMS Representatives on USDA Defense Boards

Region 7

Regional AMS Representative

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San Francisco, California 94111

Hawaii

(Vacant)-

*

AMS INSTRUCTION 107-4
EXHIBIT D

Region 7 (Con.)

*

Nevada

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Animal Disease Eradication Division
Agricultural Research Service, USDA
1557 South Wells Avenue
Reno, Nevada 89502

Utah

W. Gerald Savage
Poultry Division
Agricultural Marketing Service, USDA
State Board of Agriculture
402 State Capitol Building
Salt Lake City, Utah 84114

AMS Representatives on USDA Defense Boards

Region 1

Regional AMS Representative

*-Herbert E. Shepard
Milk Marketing Orders Division
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*
*
*
*
*

Alternate Regional AMS Representative

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Boston, Massachusetts 02210

AMS Representatives on USDA State Defense Boards

Connecticut

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Presque Isle, Maine 04769

*

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Boston, Massachusetts 02210

Region 1 (Con.)

New Hampshire

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Manchester, New Hampshire 03103

*

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Newark, New Jersey 07102

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Joseph Kane
NE Area Office, Food Distribution Division
Agricultural Marketing Service, USDA
346 Broadway, Room 604
New York, New York 10013

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*

Rhode Island

*-Steve Higgins
Poultry Division
Agricultural Marketing Service, USDA
Veterans Memorial Building
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Providence, Rhode Island 02902-*

Vermont

Thomas S. Stanley
Cooperative Extension Service, USDA
University of Vermont
Burlington, Vermont

Puerto Rico

Virgilio Rabainne
Food Distribution Division
Agricultural Marketing Service, USDA
Post Office Box 8037, Fernandez Juncos Station
Santurce, Puerto Rico 00910

Region 1 (Con.)

*-Chairmen of USDA Metropolitan Area Defense Boards

<u>Massachusetts</u>	Boston USDA Metropolitan Area Defense Board (Suffolk County) Chairman: John R. Garrett Agricultural Research Service, USDA 408 Atlantic Avenue Boston, Massachusetts 02210	* * * * * *
<u>New Jersey</u>	Northern N. J. USDA Metropolitan Area Defense Board (Jersey City Area) Chairman: Martin E. Gannon Packers and Stockyards Division Agricultural Marketing Service, USDA Room 366, Industrial Office Building 1060 Broad Street Newark, New Jersey 07012	* * * * * * *
<u>New York</u>	New York USDA Metropolitan Area Defense Board (New York City Area) Chairman: Francis C. List Grain Division Agricultural Marketing Service, USDA 346 Broadway, Room 611 New York, New York 10013	* * * * * * *
<u>Puerto Rico</u>	San Juan USDA Metropolitan Area Defense Board Chairman: Virgilio Rabainne Food Distribution Division Agricultural Marketing Service, USDA Post Office Box 8037, Fernandez Juncos Station Santurce, Puerto Rico 00910	* * * * * * * -*

AMS Representatives on USDA Defense Boards

Region 2

Regional AMS Representative

John F. Bradley
Special Services Division
Agricultural Marketing Service, USDA
Washington, D. C. 20250

Alternate Regional AMS Representative

W. S. Davis
Grain Division
Agricultural Marketing Service, USDA
521 McCawley Building
37 Commerce Street
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AMS Representatives on USDA State Defense Boards

Delaware

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Kentucky

Aubrey R. Waits
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Region 2 (Con.)

Ohio

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Pennsylvania

William Herlihy
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Agricultural Marketing Service, USDA
*-Room 904-A, U. S. Custom House
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*
*

Virginia

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203 North Governor Street
Richmond, Virginia 23219

West Virginia

A. R. Miller
Field Operations Division
Statistical Reporting Service, USDA
State Department of Agriculture
Charleston, West Virginia 25305

Region 2 (Con.)

* *-Chairmen of USDA Metropolitan Area Defense Boards

* District of D. C. USDA Metropolitan Area Defense Board^{1/}
* Columbia Chairman: DeVoe H. Willard
* Food Distribution Division
* Agricultural Marketing Service, USDA
* Room 2644, South Building
* Washington, D. C. 20250

* Maryland Baltimore USDA Metropolitan Area Defense
* Board
* Chairman: John Mahoney
* Chief, Marketing Service
* University of Maryland
* College Park, Maryland 20740

* Pennsylvania Philadelphia USDA Metropolitan Area Defense
* Board (Delaware and Philadelphia Counties)
* Chairman: Donald K. Taylor
* Poultry Division
* Agricultural Marketing Service, USDA
* 1006 U. S. Custom House
* 2nd and Chestnut Streets
* Philadelphia, Pennsylvania 19106-*

^{1/} Functions as a USDA State Defense Board

AMS Representatives on USDA Defense Boards

Region 3

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Atlanta, Georgia 30323

AMS Representatives on USDA State Defense Boards

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Florida

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*

Region 3 (Con.)

Mississippi

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Post Office Box 4357 - Fondren Station
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North Carolina

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Tobacco Division
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South Carolina

Frank C. Bouknight
Cotton Division
Agricultural Marketing Service, USDA
2628 Millwood Avenue
Columbia, South Carolina 29205

Tennessee

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AMS Representatives on USDA Defense Boards

Region 4

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Chicago, Illinois 60606

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Agricultural Marketing Service, USDA
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Chicago, Illinois 60609

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Special Services Division
Agricultural Marketing Service, USDA
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Lansing, Michigan 48902

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Minnesota

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Wisconsin

Harold K. Linden
Dairy Division
Agricultural Marketing Service, USDA
2003 Winnebago Street, Rooms 214 - 216
Madison, Wisconsin 53704

* *-Chairmen of USDA Metropolitan Area Defense Boards

* Illinois

* Chicago USDA Metropolitan Area Defense Board
* (Cook County)
* Chairman: Walter Patterson
* Food Distribution Division
* Agricultural Marketing Service, USDA
* 536 South Clark Street
* Chicago, Illinois 60605

* Wisconsin

* Milwaukee USDA Metropolitan Area Defense Board
* (Milwaukee County)
* Chairman: S. J. DeVries
* Grain Division
* Agricultural Marketing Service, USDA
* 6016 Plankinton Building
* 161 W. Wisconsin Avenue
* Milwaukee, Wisconsin 53203-*

AMS Representatives on USDA Defense Boards

Region 5

Regional AMS Representative

Harold C. Bryson
Marketing Information Division
Agricultural Marketing Service, USDA
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Alternate Regional AMS Representative

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Little Rock, Arkansas 72203

Louisiana

*-Luther R. Rone
Cotton Division
Agricultural Marketing Service, USDA
1746 Mason Street
Alexandria, Louisiana 71309-*

*
*
*
*
*

New Mexico

Joseph App
Milk Marketing Orders Division
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Post Office Box 8636
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Albuquerque, New Mexico 87108

Region 5 (Con.)

Oklahoma

Raymond J. Totoro
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Oklahoma City, Oklahoma 73102

Texas

John L. McCollum
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Dallas, Texas 75201

AMS Representatives on USDA Defense Boards

Region 6

Regional AMS Representative

Melvin E. Holmquist
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Denver, Colorado 80216

Alternate Regional AMS Representative

John Haszier
Livestock Division
Agricultural Marketing Service, USDA
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Denver, Colorado 80216

AMS Representatives on USDA State Defense Boards

Colorado

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1525 Sherman Street, Room 410
Denver, Colorado 80203

Iowa

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Grading Branch, Poultry Division
Agricultural Marketing Service, USDA
202 Iowa Building
Des Moines, Iowa 50309

Kansas

M. E. Churchill
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Agricultural Marketing Service, USDA
State Marketing Division, State Office Building
Topeka, Kansas 66612

Region 6 (Con.)

Missouri

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Food Distribution Division
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St. Louis, Missouri 63101

Nebraska

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Grain Division
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215 N. 17th Street
Omaha, Nebraska 68102

North Dakota

Jerry E. McCarty
Livestock Division
Agricultural Marketing Service, USDA
107 Livestock Exchange Annex
Fargo, North Dakota 58078

South Dakota

Perry Bowersox
Livestock Division
Agricultural Marketing Service, USDA
104 Livestock Exchange Building
Sioux Falls, South Dakota 57101

Wyoming

Lester J. Hoffman
Field Operations Division
Statistical Reporting Service, USDA
5 Federal Recreation Building
Cheyenne, Wyoming 82001

* *_Chairmen of USDA Metropolitan Area Defense Boards

* Colorado

* Denver USDA Metropolitan Area Defense Board
* (Denver County)
* Chairman: William Cospers
* Fruit and Vegetable Division
* Agricultural Marketing Service, USDA
* Room 348, New Custom House
* 19th and Stout Streets
* Denver, Colorado-* 80202

AMS Representatives on USDA Defense Boards

Region 7

Regional AMS Representative

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Food Distribution Division
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San Francisco, California 94111

Alternate Regional AMS Representative

Paul A. Auge
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San Francisco, California 94111-*

AMS Representatives on USDA State Defense Boards

Arizona

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Phoenix, Arizona 85002

California

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Agricultural Marketing Service, USDA
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San Francisco, California 94111

Hawaii

Harold Kawabata
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Honolulu, Hawaii 96814

Region 7 (Con.)

* Nevada

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Animal Disease Eradication Division
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1557 South Wells Avenue
Reno, Nevada 89502-*

* Utah

W. Gerald Savage
Poultry Division
Agricultural Marketing Service, USDA
State Board of Agriculture
402 State Capitol Building
Salt Lake City, Utah 84114

* *-Chairmen of USDA Metropolitan Area Defense Boards

* California

San Francisco USDA Metropolitan Area Defense
Board

Chairman: T. G. Kennerd
Food Distribution Division
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AMS Representatives on USDA Defense Boards

Region 8

Regional AMS Representative

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Milk Marketing Orders Division
Agricultural Marketing Service, USDA
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*
*

Alternate Regional AMS Representative

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348 Federal Office Building
Seattle, Washington 98104

AMS Representatives on USDA State Defense Boards

Alaska

Allan H. Mick
Agricultural Research Service, USDA
Agricultural Experiment Station
University of Alaska
Palmer, Alaska 99645

Idaho

Wilson Kellogg
Fruit and Vegetable Division
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Boise, Idaho 83702

Montana

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Grain Division
Agricultural Marketing Service, USDA
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Great Falls, Montana 59401

AMS INSTRUCTION 107-4
EXHIBIT D

Region 8 (Con.)

* * * * * *	<u>Oregon</u>	*-Herschel B. Ellis Grain Division Agricultural Marketing Service, USDA 345 U. S. Court House Broadway and Main Portland, Oregon 91205-*
*	<u>Washington</u>	*-Vacant-*

ACTION BY: All Divisions and Offices

National Plan for Civil Defense and Defense Mobilization

I PURPOSE

Vital information on defense planning that should be brought to the attention of every AMS employee is contained in the enclosed pamphlet "The National Plan for Civil Defense and Defense Mobilization," its Annex 41 (the summary of all annexes to be issued later), and the Secretary's Memorandum, dated December 4, 1958, transmitting the Plan.

II AMS RESPONSIBILITIES

A Divisions and Offices. To insure the familiarity of all employees with the National Plan and its annexes, as they are received, each division and office should take the following action:

1 Circulate the documents to all its employees instructing them to comply with Section II B below, and

2 Keep the documents readily accessible for reference.

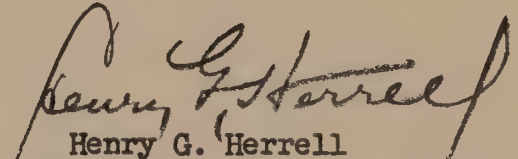
B Employees. All employees are expected to have a general understanding of the National Plan and its annexes. Under emergency conditions any employee may be called upon to carry out activities beyond the scope of his regular assignments. Those employees having defense assignments are expected to have a detailed understanding of the National Plan and those annexes pertinent to their areas of responsibility.

III ADDITIONAL ANNEXES TO THE NATIONAL PLAN

Annex 31, The National Food Plan, and other annexes pertinent to AMS defense responsibilities, will be distributed later. These annexes, as issued, will become part of the Plan.

IV IMPLEMENTATION

As plans are developed for the implementation of the National Plan and the annexes pertinent to AMS defense responsibilities, additional instructions will be issued.


Henry G. Herrell
Assistant Administrator for Management

Enclosures

Distribution: A,M,O,R,S

December 29, 1958

PLEASE CIRCULATE TO ALL EMPLOYEES

ACTION BY: All Divisions and Offices

National Plan for Civil Defense and Defense Mobilization

I PURPOSE

Vital information on defense planning that should be brought to the attention of every AMS employee is contained in the enclosed pamphlet "The National Plan for Civil Defense and Defense Mobilization," its Annex 41 (the summary of all annexes to be issued later), and the Secretary's Memorandum, dated December 4, 1958, transmitting the Plan.

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1 Circulate the documents to all its employees instructing them to comply with Section II B below, and

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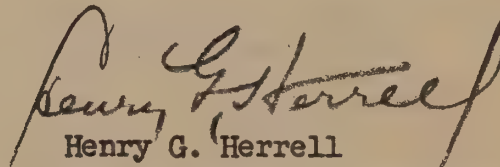
B Employees. All employees are expected to have a general understanding of the National Plan and its annexes. Under emergency conditions any employee may be called upon to carry out activities beyond the scope of his regular assignments. Those employees having defense assignments are expected to have a detailed understanding of the National Plan and those annexes pertinent to their areas of responsibility.

III ADDITIONAL ANNEXES TO THE NATIONAL PLAN

Annex 31, The National Food Plan, and other annexes pertinent to AMS defense responsibilities, will be distributed later. These annexes, as issued, will become part of the Plan.

IV IMPLEMENTATION

As plans are developed for the implementation of the National Plan and the annexes pertinent to AMS defense responsibilities, additional instructions will be issued.


Henry G. Herrell
Assistant Administrator for Management

Enclosures

Distribution: A,M,O,R,S

December 29, 1958

PLEASE CIRCULATE TO ALL EMPLOYEES

ACTION BY: *All Divisions and Offices*
Employees Having Defense Assignments

National Plan for Emergency Preparedness

I PURPOSE

This Instruction:

- A Transmits the new National Plan for Emergency Preparedness, and
- B States AMS responsibilities under the Plan.

II GENERAL

The Office of Emergency Planning (Executive Office of the President) has published the new Plan as a general guide for agencies with emergency preparedness duties. It outlines nonmilitary defense measures and responsibilities in preemergency and postattack periods. Chapter 8, Food, is of most concern to AMS.

III AMS RESPONSIBILITIES

A Divisions and Offices shall insure that employees are familiar with the National Plan by:

- 1 Circulating the Plan to all employees, and
- 2 Keeping it accessible for reference and use.

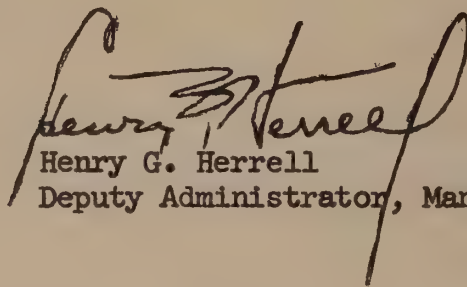
B The Special Services Division will provide individual copies of the National Plan to AMS employees with specific defense duties either at headquarters or in the field.

C AMS Employees.

1 All employees are expected to have a general understanding of the National Plan. Under emergency conditions any employee may be called upon to perform duties beyond the scope of his normal assignments.

(III C)

2 Those having defense assignments are expected to have a detailed understanding of the National Plan. This applies particularly to the chapters which relate to their responsibilities. In addition to Chapter 8, Food, Chapters 1, Basic Principles (underlying nonmilitary defense planning); 12, Resource Management; and 13, Economic Stabilization, provide important reference material for AMS employees.



Henry G. Herrell
Deputy Administrator, Management

Enclosures

ACTION BY: All Divisions and Offices

**Record of
Non-Military Defense Training**

I GENERAL

In order that assigned defense responsibilities may be carried out, the Department requires that all specialized non-military defense training acquired by its employees be promptly reported, and that such training and skills be documented and kept available at strategic points for ready use in pre-emergency or emergency defense situations.

II TYPES OF TRAINING TO BE REPORTED

All non-military defense training (except first aid) shall be reported. Examples of the types of training to be reported include courses in civil defense principles, radiological defense including monitoring, defense against biological and chemical warfare, emergency sanitation, mass feeding, damage analysis, etc. Such training may be acquired within or outside AMS, during or after official hours.

III FORM TO BE USED

Form AD-295, Record of Formalized Training, shall be used. Instructions for its use are printed on the reverse of the form. Divisions and offices shall obtain the form in the usual manner, and shall keep supplies available for use by employees as required.

IV ACTION REQUIRED

A Divisions and offices shall keep employees informed regarding the need for reporting all specialized civil defense training which they acquire.

(IV)

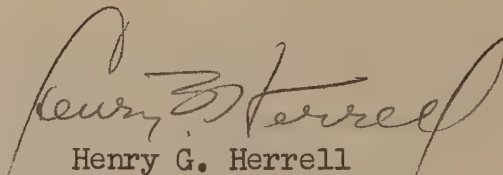
B Employees, upon completing types of training in the fields referred to in Section II above, shall report such training on Form AD-295. Transmit (through regular channels) the original of the form to the appropriate personnel office for filing in the employee's official personnel folder, and a copy to the Special Services Division in Washington for inclusion in the appropriate defense records.

C The Special Services Division shall:

1 For Employees in the Washington Metropolitan Area (Including Beltsville). Maintain at Repoint headquarters a record of all civil defense training reported, grouping the information by types of skill and location of employees so that all pertinent data will be readily available for use as necessary.

2 For All Other Employees. Transmit the AD-295 to the Primary Agency Representative for the area in which the employee is located.

D Primary Agency Representatives shall maintain records at the Regional Liaison Headquarters of all civil defense training reported by AMS employees located in their respective areas. The information should be grouped by types of skills and location of employees so that all pertinent data will be readily available for use as necessary.



Henry G. Herrell
Assistant Administrator for Management

*ACTION BY: Administrator's Staff and Division Directors
Cadre Members*

AMS Relocation Site Cadres

I PURPOSE

This Instruction provides guidance to AMS employees designated to carry out food management responsibilities in a national emergency at relocation sites. It does not apply to AMS members of the Administrative Support Cadre who will be governed by instructions received directly from the Department's Office of Plant and Operations. Emergency Management Cadres designated in a December 6, 1962, Memorandum from the Secretary to the individual cadre members will function as prescribed in that Memorandum.

II DEFINITION OF CADRE

Cadre is the group of personnel given official notice of specific food management emergency relocation site assignments.

III SECURITY CLASSIFICATION

Some aspects of the cadre program are classified for security reasons and, therefore, not covered in this Instruction. As necessary, members of cadres will be otherwise informed of the security requirements pertaining to cadre matters.

IV SITUATIONS REQUIRING ACTIVATION OF CADRES

A Situations of international tension cause the activation of a series of DEFCONS (abbreviation for "Defense Conditions") running from DEFCON 5 through DEFCON 1. These are levels of preparedness for nonmilitary defense purposes which are characterized by the following:

(IV A)

DEFCON 5. Emergency planning normally carried on by civil governments in conjunction with their day-to-day operations.

DEFCON 4. Notification of key officials and stepped-up review of requirements for increased levels of readiness.

DEFCON 3. Moderate step-up of readiness within the executive branch of the Federal Government. Actions taken will be strictly internal; will result in little, if any, changes in day-to-day operations; and will be of such a nature as not to come to public attention.

DEFCON 2. Substantial step-up in readiness of the executive branch of the Government. Actions to be taken may include those which will have an impact on other governmental organizations, nongovernmental activities, and the public.

DEFCON 1. Maximum readiness of all levels of Government, industry, and the public at large to take actions on receipt of an AIR RAID WARNING.

B DEFCON notifications received through Departmental channels are made available to the AMS Administrator. No notification will be made to cadre members of DEFCON 5 or 4, except when preceded by a DEFCON 3, 2, or 1. Normally, cadres will assume a state of readiness under a DEFCON 3 situation but will not be activated until a DEFCON 2 or 1 situation has been reached.

V TYPES OF CADRES

Relocation site cadres have been designated as follows:

A National Relocation Site Cadres. Separate National Relocation Site (NATSITE) Cadres for DEFCON 2 and for DEFCON 1 have been designated in Attachment B to the memorandum referred to in Section I.

B USDA Relocation Site Cadres. USDA Relocation Site (REPOINT) Cadres for DEFCON 2 and DEFCON 1 have been designated in a memorandum from the Secretary, dated February 21, 1963, titled "Memorandum to USDA Relocation Site Cadre."

VI COMPOSITION OF CADRES

A Designation. Each cadre member has been notified of his designation as a member of one of the cadres identified in Section V.

B Changes of Cadre Members. When a designated cadre member is no longer in a position to serve in that capacity because of separation from AMS or other reason, his immediate supervisor shall notify the Personnel (PE) Division. The PE Division with the concurrence of the appropriate Division Director shall (1) designate a replacement; (2) through the Deputy Administrator, Management, inform the Assistant to the Secretary (Defense Mobilization Planning) of the change; and (3) inform the Cadre Alerting and Control Center (CADALAC) of the change (see Section VIII).

C Alternate Cadre Members. Division Directors shall furnish the PE Division with the names of alternates qualified to serve in place of designated cadre members who may not be available when relocation is necessary. The PE Division shall provide CADALAC a list of the alternates and inform CADALAC of any changes as they occur.

VII FUNCTIONS OF CADRES

A DEFCON 2 Cadres. The DEFCON 2 cadres at both of the relocation sites generally shall:

- 1 Place the facility in ready position for functioning of the combined DEFCON 2 and DEFCON 1 cadres,
- 2 Ready emergency action documents for use,
- 3 Re-evaluate plans and procedures as to their adequacy for coping with the kind of national emergency which may appear imminent,
- 4 Check communications capabilities expected to be needed in an emergency,
- 5 Ready and test communications procedures to the extent compatible with the prevailing DEFCON 2 situation, and
- 6 Take other action as directed by the cadre leaders or higher officials.

(VII)

B DEFCON 1 Cadres. The DEFCON 1 cadres maintain their DEFCON 1 identity as such only until they report to their respective relocation sites. They and the DEFCON 2 cadres shall operate as a single AMS cadre at each site to (1) intensify the readiness position at the relocation sites to meet the national emergency; (2) carry out the assignments made to AMS and the Department by Secretary's Memorandum 1489, Revised; and (3) take other actions as directed by the cadre leaders or higher officials.

VIII CADRE ALERTING AND CONTROL CENTER

The Cadre Alerting and Control Center (CADALAC) is established in the Administrative Services Division. It will be headed by an alerting officer and designated alternates. CADALAC will receive instructions from the Administrator for the alerting of specific members of cadres, DEFCON 2 cadres, DEFCON 1 cadres, or both. CADALAC will be responsible for maintaining an up-to-date standby alerting system and keeping cadre members currently informed of alerting functions assigned to them.

IX ALERTING OF CADRES AND ACTION TO BE TAKEN WHEN ALERTED

A Under DEFCON 1 and DEFCON 2 situations CADALAC will alert NATSITE and REPOINT cadre members in a manner dictated by prevailing conditions. CADALAC will give cadre members standby alerting assignments.

B Each cadre member receiving an official alerting message shall (1) alert others as prescribed in his alerting schedule or as otherwise directed by CADALAC at the time he is alerted, and (2) depart for the appropriate relocation site at the time and in the manner specified in the alerting message.

C Under a DEFCON 1 or DEFCON 2 situation, a cadre member shall not go to his relocation site unless instructed to do so through the CADALAC alerting system.

D In the case of an air raid warning without a preceding declaration of a DEFCON 1 and/or DEFCON 2 situation, all cadre members shall, after taking appropriate survival measures, proceed immediately to their respective relocation sites and shall not wait for instructions from CADALAC or other sources.

X PREPAREDNESS OF CADRE MEMBERS

Cadre members should make such standby arrangements (financial, clothing, transportation, etc.) as necessary to be in a position, at any time, to depart for a relocation site in accordance with instructions from CADALAC or in event of an AIR RAID WARNING.

XI AVAILABILITY OF CADRE MEMBERS

A For the duration of a DEFCON 3 situation, each cadre member shall (1) inform CADALAC of all absences of one day or longer (including Saturdays, Sundays, holidays, official travel, and official leave) from his usual office or residence; and (2) provide CADALAC with a telephone number for a temporary place of contact.

B A cadre member upon change of address or telephone number, home or office, shall inform CADALAC immediately of his new address and/or telephone number.

XII TRANSPORTATION TO RELOCATION SITE

A Means of Transportation. Each cadre member, unless specifically notified by CADALAC that he will be transported to the relocation site in a Government vehicle, is responsible for providing his own transportation when instructed to proceed to a relocation site.

B Routes to Relocation Sites. The locations of both NATSITE and REPOINT are classified CONFIDENTIAL. Maps showing how to reach the relocation sites will be provided to cadre members. These maps are designed so that they need not be classified in their present form. Cadre members shall not make any marks or notations of any kind on these maps. To do so may inadvertently violate security regulations concerning the location of the sites or their identities. Similarly, cadre members shall not make or mark any other map or unclassified document in such a manner as would disclose the location of these sites.

XIII TRAVEL AUTHORITY

In a national defense emergency, cadre members will travel under the travel authorization attached as Exhibit A to this Instruction.

XIV FACILITIES AT NATSITE AND REPOINT

Facilities are available to cadre members at the respective relocation sites for mail and telephone communications to their families and to and from headquarters offices. Services such as banking, cleaning and pressing, laundry, etc., are also available. Details on these matters will be provided separately to cadre members.

XV FAMILIES OF CADRE MEMBERS

A NATSITE cadre members may not take their families to NATSITE.

B REPOINT cadre members may take their families to the vicinity of the REPOINT facility, but may not disclose the location of the REPOINT facility to them. The Government assumes no responsibility for housing these dependents; however, there are facilities in the area for housing transients. Cadre members will be in travel status; but no per diem or other allowance will be paid by the Government for the dependents' expenses.



S. R. Smith
Administrator

Attachment

UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Marketing Service

Travel Authorization

AMS employees who have been assigned specific defense responsibilities are authorized to travel and to incur necessary travel and incidental expenses as required in carrying out such responsibilities in a national defense emergency declared by proper authority. Travel shall be performed in accordance with the Standardized Government Travel Regulations and AMS Instructions, subject to the provisions and limitations set forth herein.

Period of Travel: July 1, 1963 to June 30, 1964.

Purpose of Travel: To conduct official business in connection with emergency food management and related activities of the Department.

Itinerary: Travel to headquarters emergency relocation sites and other points as may be necessary within the continental United States.

Per Diem Allowance: A per diem allowance of \$9.60 is prescribed for official travel to national headquarters emergency relocation sites when quarters are furnished. A per diem allowance of \$16 is prescribed for official travel to such sites when quarters are not furnished. When travel is to field headquarters emergency relocation sites or to other points, per diem shall be allowed at the rates prescribed in the applicable division Exhibit C to AMS Instruction 106-2, General Authorization.

Mileage Allowance: Mileage for use of privately owned automobile shall be allowed at the rate of 9¢ per mile, it having been administratively determined that this mode of travel, when used, is advantageous to the Government.

Approved:



Administrator

ACTION BY: *All Divisions and Offices*
All Employees

Post-Attack Registration Plan

NOTE

This Instruction replaces the Memorandum to All Employees of the U. S. Department of Agriculture, dated December 1, 1957, transmitted by an AMS Notice.

I PURPOSE

This Instruction (1) describes the post-attack registration plan to be operated by the Civil Service Commission in the event of an emergency brought about by an attack upon the United States, (2) requests that employees keep informed of the steps they are to take should such an emergency occur, and (3) brings up to date plans on this subject issued in 1957.

II NEED FOR REGISTRATION

An important part of our Government's plans to make sure that it can continue to operate in the event of enemy attack is a means of locating and mobilizing the skilled services of trained Federal employees. A registration plan has been devised, and will be operated for employees in affected areas, to enable Government agencies to (1) maintain rosters of active employees, (2) contact employees for work assignments, and (3) forward their salary checks to them.

III INSTRUCTIONS FOR ALL EMPLOYEES

A General. The instructions listed in B below are to be carried out only in the event of an attack upon this country, and if such attack prevents an employee from reporting to his regular place of work or to an emergency location. However, each employee should familiarize himself with, and keep fixed firmly in his mind, the following steps which he is to take should an emergency arise. No other action is required pending an emergency situation.

(III)

B Action in an Emergency Situation. As soon as possible after enemy attack, but not until the employee is reasonably sure where he will be located for a few days, each employee (with or without an emergency assignment) who is prevented from reporting for duty either at his own office or at an emergency station, shall proceed as follows:

1 Go to the nearest post office and obtain from the postmaster a Federal Employees Registration Card.

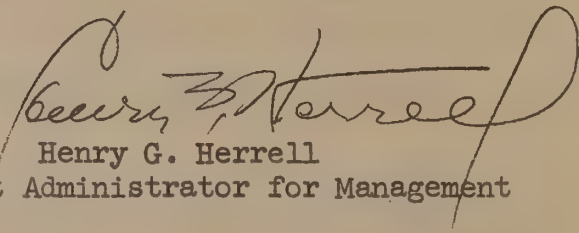
2 Complete the card and return it to the postmaster. (The postmaster will forward your registration card to the Civil Service Commission, whereupon the Commission will notify AMS.)

3 If you change your address after a registration card has been filed obtain and file a new card as prescribed above.

4 Pending instructions from your division or office as to where and when to report to work, volunteer your services first to the nearest USDA office. If none is located within a reasonable distance or your services are not required, go to the nearest civil defense authority and do all possible to meet existing emergency conditions.

IV RESPONSIBILITY OF ADMINISTRATIVE DIVISIONS

The Personnel Division and the Area Administrative Divisions shall give a copy of this Instruction to each new employee entering on duty in their administrative areas, and request the employee to become familiar with its provisions.



Henry G. Herrell
Assistant Administrator for Management

ACTION BY: All Divisions and Offices
All Employees

Post-Attack Registration Plan

I PURPOSE

This Instruction describes the post-attack registration plan to be carried out by the Civil Service Commission in the event of an emergency brought about by an attack upon the United States.

II INSTRUCTIONS FOR ALL EMPLOYEES

A The instructions on the reverse are reprinted from a Departmental letter to all its employees. They are to be carried out only:

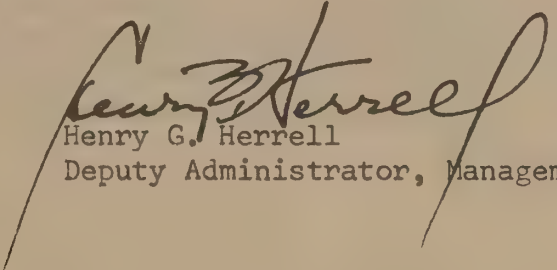
1 In the event of an attack upon this country, and

2 If such attack prevents you from reporting to your regular place of work or to an emergency site. (Field employees who are unable to report to their regular offices or Defense Board places of business shall report to the nearest USDA County Defense Board (located at the Agricultural Stabilization and Conservation County Office), unless otherwise instructed by the Division Director.)

B Please become familiar with, and remember the steps which you are to take should an attack occur. No other action is required until after such event.

III RESPONSIBILITY OF PERSONNEL OFFICES

Personnel offices shall give a copy of this Instruction to each new employee who enters on duty in their areas.


Henry G. Herrell
Deputy Administrator, Management

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of Personnel
Washington, D. C.

TO ALL EMPLOYEES OF THE U. S. DEPARTMENT OF AGRICULTURE

Our President, on numerous occasions, has stated that a strong, united America is one of our greatest assurances for maintaining peace and deterring aggressive forces. Each one of us, as citizens and as Federal employees, has a responsibility to contribute to the strength of our Nation. Just as we as individuals must work out plans for ourselves and our families in an emergency, so also must our Government maintain plans to make sure that it can continue to operate even in the event of an attack on this country.

An important part of these plans must be a means of locating and mobilizing the skilled services of trained Federal employees. Such a procedure has been established, and this letter explains your part in it. In the event of an emergency brought about by an attack on this country, the Civil Service Commission will operate a registration system for employees in the affected areas.

All Department of Agriculture employees with or without emergency assignments should follow this procedure: If you are prevented from going to your regular place of work because of an enemy attack - or if you are prevented from reporting to an emergency location - keep this instruction in mind - go to the nearest Post Office, ask the Postmaster for a Federal Employees Registration Card, fill it out and return it to him. He will see that it is forwarded to the office of the Civil Service Commission which will maintain the registration file for your area. When the Civil Service Commission receives your card, we will be notified. We can then decide where and when you should report back for work. There is another important reason why you should mail in a registration card as soon as you can do so. This card will also enable us to keep you on the roster of active employees, and enable us to forward your pay.

You should obtain and complete the registration card as soon after enemy attack as possible but not until you are reasonably sure where you will be staying for a few days. If you change your address after you have sent in a card, get a new one and send it in.

Even though you complete your registration card promptly, it may be a while before you are put back to work. In the meantime, you would be expected to volunteer your services to the civil defense authorities and do all that you can to meet the emergency situation that such an attack would bring about.

Carl B. Barnes
Director of Personnel

ACTION BY: *All Divisions and Offices*

Radiological Monitoring Program

I PURPOSE

This Instruction sets forth the radiological monitoring responsibilities assigned by the Department to AMS, and assigns responsibilities within AMS for carrying out such assignments.

II GENERAL

In time of national emergency caused by enemy attack, the Department will administer an emergency food and agriculture program. In preparing for this program the Department has assigned to AMS and other Department agencies responsibilities for developing, coordinating, and directing a nationwide monitoring system on radioactive fallout as it concerns agricultural lands (including forest lands), water used for agricultural purposes, agricultural commodities stored or harvestable on farms and ranches, agricultural commodities and products owned by the Commodity Credit Corporation and the Department, livestock (including poultry), meat and meat products and poultry and poultry products.

III RESPONSIBILITIES ASSIGNED TO AMS

The responsibilities assigned by the Department require AMS to:

A Plan, and place in a state of continued readiness for implementation, a system for radiological monitoring of poultry processing plants subject to continued AMS inspection;

B Develop a system for the radiological monitoring of agricultural commodities owned by the Commodity Credit Corporation or the Department, except those stored on farms, ranches, or at bin sites;

(III)

C Make post-attack utilization of radiological information and determine, in conformity with general guidelines established by the Agricultural Research Service (ARS) and in consultation with local civil defense authorities, the circumstances under which the commodities may be safely used;

D Begin in a minimum way to include monitoring in the training of selected employees concerned with food management; and

E In consultation with agencies having primary responsibility, be prepared to assist further in monitoring.

IV RESPONSIBILITIES OF AMS DIVISIONS

A The Special Services (SS) Division shall:

1 Coordinate the training aspects of the radiological monitoring program in AMS, in consultation with ARS and in collaboration with the AMS representative on the Departmental Radiological Safety Committee (see AMS Instruction 116-1, Use of Radioactive Materials and Radiation Equipment).

2 Maintain appropriate liaison with the Food and Materials Requirements Division of the Commodity Stabilization Service so that the AMS radiological monitoring program may be properly coordinated with other defense planning activities of the Department.

B Commodity Divisions.

1 The Poultry Division shall carry out the responsibilities in Section III A above and, to the extent applicable to poultry and poultry products, the responsibilities in Section III B through III E above.

2 Other Commodity Divisions shall carry out the responsibilities in Section III B through III E above, with respect to the agricultural commodities and products thereof for which they are responsible pursuant to AMS Instruction 101-3, Assignment of Agricultural and Food Commodities to Divisions.

V TRAINING PROGRAMS IN RADIOLOGICAL MONITORING

A Type and Source of Training.

1 The training program for achieving radiological monitoring capability will consist of, but not be limited to, principles of radiation physics, use and care of radiological monitoring instruments, and the applicability of radiological information to food use.

2 The training shall be obtained, wherever possible, through courses conducted by ARS. Courses conducted by the Office of Civil and Defense Mobilization and local civil defense authorities may also be utilized. The latter courses, however, will not provide the specialized food monitoring training which the ARS courses will provide.

3 Department-conducted training courses will include the types of courses listed below.

a Single-Day Lecture Course. The single-day lecture course is an introductory course. It consists of about a seven-hour lecture and demonstration of the use of radiological monitoring instruments. It encompasses introduction to radiation physics and an exhibition by the instructor of the various types of radiation-detection instruments with explanations of their use. No participant use of instruments is included in this course; additional training is required to qualify a participant for radiological monitoring.

b Regular Course. The regular course consists of a well-integrated series of lectures, demonstrations, and problem solutions, including use of instruments. It requires two and one-half days, and qualifies a participant for radiological monitoring duties.

(v)

B Scheduling Training of Individual Employees.

1 The SS Division shall:

a Keep AMS divisions informed of the dates and places at which ARS and other qualified officials will conduct training courses, and

b Schedule such training opportunities among AMS divisions so that the training objectives may be attained in the most orderly manner.

2 Divisions desiring to schedule employees for participation in these courses shall so inform the SS Divisions as far in advance as possible.

C Integrating Radiological Training With Meetings and Conferences. Divisions and offices shall include radiological training (including refresher courses) in the agenda of AMS meetings and conferences in Washington and at other locations to the maximum extent feasible and consistent with the responsibilities of participating employees.

D Recording Radiological Training. Radiological training received pursuant to this Instruction shall be reported on Form AD-295, Record of Formalized Training, and documented as prescribed in AMS Instruction 107-6, Record of Non-Military Defense Training.

E Reporting Obligations for Radiological Training. The monthly Report of Man-Months and Obligations (Form AMS-633) from allottees shall include, in the footnote which identifies costs absorbed for non-military defense activities, (1) the man-months spent by employees on radiological training and (2) the total expenses (including salary, travel, etc.) involved. (Allottees shall obtain such data, if any, from work plan supervisors.)

VI POST-ATTACK RESPONSIBILITIES OF TRAINED PERSONNEL

Under post-attack conditions, employees who have received radiological monitoring training shall utilize such training to the best of their abilities to perform the radiological defense functions pertaining to the commodities listed in Section III A and B, unless they have been given specific defense assignments of a higher priority by the Department.

O. V. Wells

O. V. Wells
Administrator

POST-TESTER PERFORMANCE OF VARIOUS TESTS

Table post-tester performance. Subjects were given a series of tests. The results of the tests are given in the table. The table shows the results of the tests for each subject. The table is divided into two columns. The first column shows the subject's name. The second column shows the results of the tests. The results are given in the form of a percentage. The table shows that the subjects performed well on the tests. The results are given in the table.

U. S. DEPT. OF AGRICULTURE

WASHINGTON, D. C.

The following table shows the results of the tests for each subject. The table is divided into two columns. The first column shows the subject's name. The second column shows the results of the tests. The results are given in the form of a percentage. The table shows that the subjects performed well on the tests. The results are given in the table.

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